

# Brewster

MASSACHUSETTS

## 2018 ANNUAL TOWN REPORT



Brewster Fire Headquarters Dedicated June 23, 2018

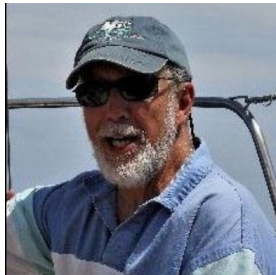


# *In Memoriam 2018*

## KAREN A. HALLORAN



Karen first joined the Brewster Town Offices in 1994, in the Assessors department. In 1999, Karen began working as an Administrative Clerk at the Department of Public Works and was upgraded to Administrative Supervisor/Senior Department Assistant in 2009. She enjoyed working with the public and would help anyone, anywhere, anytime. Karen ultimately transferred back to the Assessing Department in 2016, holding the position of Senior Department Assistant until her passing in May of 2018. She was happily welcomed back by her long time Town Hall buddies. She always had interesting stories to tell about events that happened at the DPW with a "Special K" touch of humor. Karen always brought cheerfulness to any office, and her positive attitude would brighten up anyone's day. Karen is remembered fondly by everyone who knew her and is greatly missed around the Brewster Town Offices and the DPW.



**Lawrence Houghton**

Ladies Library Board of Directors  
Old Kings Highway Committee



**John Cunningham**

Energy Committee  
Recycling Committee



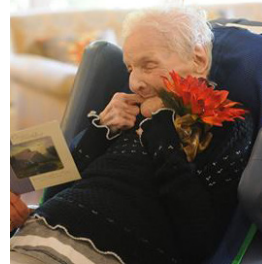
**Susan Lindquist**

Dog Park Development  
Committee



**Suzanne Clowry**

Election Worker



**Flora Messa -**

Brewster's Oldest Resident  
109 years old



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# Massachusetts Elected Officials 2018

## REPRESENTATIVE IN GENERAL COURT

### First Barnstable District

Timothy Whelan (R)  
State House, Rm 39  
Boston, MA 02133  
617-722-2014  
[Timothy.WheLAN@mahouse.gov](mailto:Timothy.WheLAN@mahouse.gov)

## SENATOR IN GENERAL COURT

### Cape & Islands District

Julian Andre Cyr (D)  
24 Beacon Street, Room 405  
Boston, MA 02133  
617-722-1570  
[julian.cyr@masenate.gov](mailto:julian.cyr@masenate.gov)

## SENATOR IN CONGRESS

### Ninth District

Elizabeth Warren (D)  
317 Russell Senate Office Building  
Washington, DC 20515  
202-224-4543  
[http://www.warren.senate.gov/?p=email\\_senator](http://www.warren.senate.gov/?p=email_senator)  
2400 JFK Federal Building  
15 New Sudbury Street  
Boston, MA 02203  
617-565-3170

## GOVERNOR

Charlie Baker (R)  
State House, Rm 280  
Boston, MA 02133  
617-725-4005  
888-870-7770 (in state)  
[www.mass.gov](http://www.mass.gov)

## SECRETARY OF THE COMMONWEALTH

William Francis Galvin (D)  
One Ashburton Place, Rm 1611  
Boston, MA 02108  
1-800-392-6090  
<http://www.sec.state.ma.us>  
[cis@sec.state.ma.us](mailto:cis@sec.state.ma.us)

## REPRESENTATIVE IN GENERAL COURT

### Fourth Barnstable District

Sarah K. Peake (D)  
State House, Rm 163  
Boston, MA 02133  
617-722-2040 fax: 617-722-2239  
[Sarah.peake@mahouse.gov](mailto:Sarah.peake@mahouse.gov)  
District Office: 508-487-5694

## REPRESENTATIVE IN CONGRESS

### Ninth District

William R. Keating (D)  
Rm 2351, Rayburn HOB  
Washington, DC 20515  
202-225-3111  
[www.house.gov/keating](http://www.house.gov/keating)  
259 Stevens St. Suite E  
Hyannis, MA 02601  
508-771-6868

## SENATOR IN CONGRESS

### Ninth District

Edward J. Markey (D)  
218 Russell Senate Office Building  
Washington, DC 20510  
Phone: (202) 224-2742  
<http://www.markey.senate.gov/>  
10 Causeway Street, Suite 559  
Boston, MA 02222  
Phone: (617) 565-8519

## ATTORNEY GENERAL

Maura Healey  
One Ashburton Place  
Boston, MA 02108  
617-727-2200  
[www.mass.gov/ago](http://www.mass.gov/ago)  
[ago@state.ma.us](mailto:ago@state.ma.us)



**TOWN OF BREWSTER  
ELECTED OFFICIALS  
2018**

TERM    EXPIRES

**SELECT BOARD**

**3 YEAR TERM**

**FIVE MEMBERS**

Cynthia A. Bingham	Chair	2019
David C. Whitney	Vice-Chair	2019
John T. Dickson		2020
Mary W. Chaffee		2021
Benjamin W. deRuyter		2021

**BOARD OF HEALTH**

**3 YEAR TERM**

**FIVE MEMBERS**

Carmen S. Scherzo	Chair	2021
Annette L. Graczewski		2020
Joseph Robert Ford		2019
Penny H. Holeman		2019
Mary W. Chaffee	Resigned 5/2018	2020
Nancy Leach		2019

**MODERATOR**

**1 YEAR TERM**

**ONE MEMBER**

Charles L. Sumner		2019
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**CONSTABLE**

**1 YEAR TERM**

**ONE MEMBER**

Roland W. Bassett, Jr		2019
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**PLANNING BOARD**

**5 YEAR TERM**

**SEVEN MEMBERS**

Elizabeth Taylor		2020
Kari Sue Hoffmann		2020
Madalyn Hillis-Dineen		2021
Roberta M. Barrett		2022
Charlotte Degen		2019
Paul J. Wallace		2022
Edward B. Chatelain		2023

**NAUSET REG'L SCHOOL DISTRICT COMMITTEE**

**3 YEAR TERM**

**FOUR ELECTED MEMBERS**

John M. O'Reilly		2020
James R. O'Leary		2019
Richard Stewart		2021
Robert Jacobus		2019



**TOWN OF BREWSTER  
ELECTED OFFICIALS  
2018**

TERM    EXPIRES

**BREWSTER SCHOOL COMMITTEE**

**3 YEAR TERM**

**FIVE MEMBERS**

Robert Miller	Resigned 11/13/2018	2019
David Telman		2019
Claire Gradone		2020
Marie Enochty		2020
Jessica Larsen		2021
Kristen Callahan	replace R. Miller	2019

**RECREATION COMMISSION**

**3 YEAR TERM**

**FIVE MEMBERS**

Allen J. Ryone		2019
Sherrie McCullough		2019
Roland W. Bassett, Jr.		2020
Brandon Rice		2020
Thomas J. Wingard, Jr.		2021

**BREWSTER OLD KINGS HWY REG'L HISTORIC DISTRICT**

**4 YEAR TERM**

**FOUR ELECTED MEMBERS**

Carol Appleton		2020
Patricia Busch		2019
James Trabulsie		2019
Lawrence Houghton		2021
Thomas Turcketta	Builder	
Steven Bergquist	Repl. Houghton	2021

**BREWSTER HOUSING AUTHORITY**

**FIVE YEAR TERM**

**FIVE MEMBERS**

Laurel Labdon	appted.	2019
Leonard V. Avery		2019
Barbara Burgo		2020
Zachary Volpicelli		2021
Robert H. Hooper	Appted by State	

# Appointed Town Officers

Mark Forest	Interim Town Administrator
Donna Kalinick	Assistant Town Administrator
Susan Broderick	Assistant Town Administrator
Jonathan Silverstein, KP Law	Town Counsel
Lynda J. Brogden-Burns	Animal Control Officer
James Gallagher	Assessor
Victor Staley	Building Commissioner/Zoning Agent
Mark O'Brien	Captains Golf Course, Director of Operations
Peter Ervin	Captains Golf Course, Superintendent
Noelle Aguiar	Conservation Agent/Natural Resources Officer
Denise Rego	Council on Aging, Director
Brian Locke	Crosby Mansion Property Manager
Lisa Souve	Interim Finance Director
Robert Moran	Fire Chief/Emergency Management Director
Scott VanRyswood	Gas/Plumbing Inspector
Nancy Ellis Ice	Health Director
Sherrie McCullough	Health Agent
Kathleen Lambert	Information Technology Coordinator
Christopher Miller	Natural Resource, Director
Ryan Bennett	Planner
Heath Eldredge	Police Chief
Patrick Ellis	Public Works, Superintendent
Ellen Bearse	Recreation Director
Colette Williams	Town Clerk
Lisa Vitale	Treasurer/Collector
Paul Anderson	Water Department, Superintendent
Roland Bassett, Jr.	Wiring Inspector
Cindy St. Amour	Brewster Ladies Library

**Town of Brewster  
APPOINTED OFFICIALS**

OFFICE/BOARD/COMMITTEE/COMMISSION	NAME	TERM END	DATE OF APPT.
AGRICULTURE COMMISSION			
MEMBER	STEPHAN BROWN	6/30/2020	1/23/2017
MEMBER	PETER HERRMANN	6/30/2019	7/11/2016
ALTERNATE	ANTHONY HOLGUIN	6/30/2019	1/22/2018
MEMBER	REBECCA HOWES	6/30/2019	7/11/2016
MEMBER	DAVID MILLER	6/30/2020	1/23/2017
MEMBER	JANE WEBER	6/30/2020	1/23/2017
ALEWIFE COMMITTEE			
MEMBER	WILLIAM LEMAITRE	6/30/2019	6/20/2016
ALEWIFE WARDEN			
MEMBER	DANA CONDIT	6/30/2020	7/10/2017
MEMBER	DOUG ERICKSON	6/30/2020	7/10/2017
MEMBER	WILLIAM LEMAITRE	6/30/2020	7/10/2017
ALL CITIZENS ACCESS			
MEMBER	JOAN CARSTANJEN	6/30/2020	7/10/2017
MEMBER	MARY HAYNES	6/30/2021	1/29/2018
MEMBER	LAUREL LABDON	6/30/2021	8/20/2018
MEMBER	JUDY MILLER	6/30/2019	6/20/2016
MEMBER	ROBERTA MURPHY	6/30/2019	6/20/2016
ARCHIVIST			
MEMBER	ELLEN ST SURE	6/30/2019	6/18/2018
ASSESSORS BOARD			
MEMBER	BELINDA EYESTONE	6/30/2021	6/18/2018
MEMBER	G. HOWARD HAYES	6/30/2020	7/10/2017
MEMBER	DIANE SALOMONE	6/30/2019	7/11/2016
BIKEWAYS COMMITTEE			
ALTERNATE	GEORGE BAUSCH	6/30/2019	9/26/2016
MEMBER	ERIC LEVY	6/30/2021	6/18/2018
MEMBER	HAL MINIS	6/30/2021	6/18/2018
MEMBER	SUSAN RISEMAN	6/30/2020	7/10/2017
MEMBER	DERRICK SCANNEVIN	6/30/2019	1/23/2017
MEMBER	JOSEPH SULLIVAN, III	6/30/2021	3/19/2018
MEMBER	GREGORY WRIGHT	6/30/2021	6/18/2018



OFFICE/BOARD/COMMITTEE/COMMISSION	NAME	TERM END	DATE OF APPT.
BREWSTER AFFORDABLE HOUSING TRUST			
MEMBER	BENJAMIN DERUYTER	6/30/2020	7/16/2018
MEMBER	TIMOTHY HACKERT	6/30/2020	7/16/2018
MEMBER	MADALYN HILLIS-DINEEN	6/30/2020	7/16/2018
MEMBER	DONNA KALINICK	6/30/2020	7/16/2018
MEMBER	SARAH ROBINSON	6/30/2020	7/16/2018
MEMBER	PAUL RUCHINSKAS	6/30/2020	7/16/2018
MEMBER	MAGGIE SPADE-AGUILAR	6/30/2020	7/16/2018
BUILDING & NEEDS ASSESSMENT			
MEMBER	LAUREL LABDON	6/30/2021	9/10/2018
MEMBER	PHILIP LINDQUIST	6/30/2021	6/18/2018
MEMBER	JAMES MOYNIHAN	6/30/2021	9/10/2018
MEMBER	LEON RICE	6/30/2021	11/19/2018
MEMBER	DAVID TELMAN	6/30/2021	6/18/2018
CABLE TELEVISION ADVISORY			
MEMBER	ZEB BARKER	6/30/2020	7/10/2017
MEMBER	LAWRENCE GREELEY	6/30/2020	7/10/2017
MEMBER	JAMES KANE	6/30/2020	7/10/2017
CAPE & VINEYARD ELECTRIC COOPERATIVE			
MEMBER	CHARLES HANSON	6/30/2021	6/18/2018
CAPE COD COMMISSION			
MEMBER	RYAN BENNETT	6/30/2021	6/4/2018
MEMBER	ELIZABETH TAYLOR	4/24/2019	4/4/2016
CAPE COD MUNICIPAL HEALTH CARE GROUP			
MEMBER	SUSAN BRODERICK	6/30/2020	8/7/2017
CAPE COD PATHWAYS			
MEMBER	GARY CHRISTEN	6/30/2019	6/20/2016
MEMBER	DOUG ERICKSON	6/30/2019	6/20/2016
MEMBER	ELIZABETH FINCH	6/30/2019	7/11/2016
MEMBER	ERIC LEVY	6/30/2019	6/20/2016
MEMBER	GEORGE THURBER	6/30/2020	7/10/2017
CAPE COD REGIONAL TRANSIT AUTHORITY			
	ROY JONES		12/5/2016
CAPE COD REG'L TECHNICAL HIGH SCHOOL			

<b>OFFICE/BOARD/COMMITTEE/COMMISSION</b>	<b>NAME</b>	<b>TERM END DATE OF APPT.</b>	
MEMBER	LYNN GOREY	6/30/2019	1/14/2018
MEMBER	RICHARD HOFFMANN	6/30/2020	8/21/2017
<b>CAPE COD WATER PROTECTION COLLABORATIVE</b>			
MEMBER	RYAN BENNETT	6/30/2019	11/14/2016
<b>CAPE LIGHT COMPACT</b>			
MEMBER	COLIN ODELL	6/30/2021	6/18/2018
<b>CAPE LIGHT COMPACT JOINT POWER ENTITY</b>			
MEMBER	COLIN ODELL		2/27/2017
<b>CCC/COASTAL RESOURCES COMMITTEE</b>			
MEMBER	CHRIS MILLER	6/30/2021	6/18/2018
<b>CEMETERY COMMISSION</b>			
MEMBER	JAMES JONES	6/30/2020	2/15/2018
MEMBER	THOMAS ROGERS	6/30/2019	7/11/2016
MEMBER	SOPHIA SAYIGH	6/30/2021	3/22/2018
<b>COASTAL COMMITTEE</b>			
MEMBER	ABIGAIL ARCHER	6/30/2020	8/7/2017
MEMBER	PATRICIA HUGHES	6/30/2019	6/20/2016
MEMBER	RACHEL HUTCHINSON	6/30/2020	1/9/2017
MEMBER	MARY O'NEIL	6/30/2020	1/9/2017
<b>COMMUNITY PRESERVATION COMMITTEE</b>			
MEMBER	ROLAND BASSETT JR	6/30/2019	6/5/2016
MEMBER	BARBARA BURGO	6/30/2019	6/30/2016
MEMBER	FAYTHE ELLIS	6/30/2019	11/10/2016
MEMBER	PEGGY JABLONSKI	6/30/2021	3/12/2018
MEMBER	WILLIAM KLEIN	6/30/2020	11/21/2017
MEMBER	SHARON MAROTTI	6/30/2019	2/15/2018
MEMBER	DIANE PANSIRE	6/30/2021	6/18/2018
MEMBER	PAUL RUCHINSKAS	6/30/2021	6/18/2018
MEMBER	ELIZABETH TAYLOR	6/30/2020	6/25/2018
<b>CONSERVATION COMMISSION</b>			
MEMBER	BRUCE EVANS	6/30/2020	8/7/2017
MEMBER	WILLIAM KLEIN	6/30/2019	6/20/2016
MEMBER	NICOLE SMITH	6/30/2019	8/1/2016
MEMBER	MICHAEL TOBIN	6/30/2021	6/18/2018

<b>OFFICE/BOARD/COMMITTEE/COMMISSION</b>	<b>NAME</b>	<b>TERM END DATE OF APPT.</b>	
MEMBER	PETER WELLS	6/30/2021	6/18/2018
<b>COUNCIL ON AGING BOARD</b>			
MEMBER	FRANCIS CALLAHAN	6/30/2021	4/30/2018
MEMBER	ROBERT DELOYE	6/30/2020	7/10/2017
MEMBER	STEVE HOLMES	6/30/2021	4/30/2018
MEMBER	ANDREA NEVINS	6/30/2021	6/18/2018
MEMBER	SHARON TENNSTEDT	6/30/2019	6/20/2016
MEMBER	KAREN THURBER	6/30/2019	6/20/2016
<b>CULTURAL COUNCIL</b>			
MEMBER	JOAN BERNSTEIN	6/30/2020	7/10/2017
MEMBER	MAUREEN CALLAHAN	6/30/2021	5/21/2018
MEMBER	ANNIE GERRITY	6/30/2019	2/22/2016
MEMBER	RALPH MAROTTI	6/30/2021	6/18/2018
MEMBER	TRACI NOONE	6/30/2021	12/3/2018
MEMBER	JOANN PHILLIPS	6/30/2020	8/7/2017
MEMBER	TONIA ST GERMAIN	6/30/2021	10/22/2018
MEMBER	JOAN SWALUK	6/30/2020	9/5/2017
MEMBER	MONIKA WOODS	6/30/2021	6/18/2018
<b>DOG PARK DEVELOPMENT COMMITTEE</b>			
MEMBER	RICHARD ALTO	6/30/2021	7/16/2018
MEMBER	DEBORAH BLACKMAN-JACOBS	6/30/2019	11/7/2016
MEMBER	TOM LINCOLN	6/30/2019	8/1/2016
MEMBER	SUSAN RISEMAN	6/30/2021	7/16/2018
MEMBER	OLGA SHERRY	6/30/2019	12/19/2016
MEMBER	HAYLEY WINFIELD	6/30/2019	8/1/2016
<b>EGG COMMITTEE</b>			
MEMBER	LISA LABRECQUE		6/18/2012
<b>ELECTIONS</b>			
PRECINCT 1 CLERK	JACKIE COURCHESNE	6/30/2019	6/20/2016
PRECINCT 3 CLERK	CYNTHIA MATHISON	6/30/2020	3/6/2017
PRECINCT 2 CLERK	EDWARD SWINIARSKI	6/30/2020	3/6/2017
WARDEN	DONALD CURT TAYLOR JR.	6/30/2019	8/22/2016
<b>EMERGENCY MANAGEMENT</b>			
MEMBER	ROBERT MORAN	6/30/2021	6/18/2018
<b>ENERGY COMMITTEE</b>			



<b>OFFICE/BOARD/COMMITTEE/COMMISSION</b>	<b>NAME</b>	<b>TERM END DATE OF APPT.</b>	
MEMBER	CHARLES HANSON	6/30/2020	7/10/2017
MEMBER	COLIN ODELL	6/30/2019	1/9/2017
MEMBER	PETER SOULE	6/30/2019	7/11/2016
MEMBER	EDWARD SWINIARSKI	6/30/2021	6/1/2018
MEMBER	RICHARD WOLF	6/30/2020	7/10/2017

#### **ETHICS COMMISSION LIAISON**

	COLETTE WILLIAMS		1/3/2012
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#### **FINANCE COMMITTEE**

MEMBER	DONALD ARTHUR	6/30/2020	7/6/2017
MEMBER	FRANK BRIDGES	6/30/2021	7/25/2018
MEMBER	HARVEY PETE DAHL	6/30/2019	8/22/2016
MEMBER	WILL DEMAIDA	6/30/2019	8/22/2016
CHAIR	MICHAEL FITZGERALD	6/30/2020	7/6/2017
MEMBER	THOMAS FITZGIBBONS	6/30/2021	7/27/2018
MEMBER	WILLIAM MEEHAN	6/30/2020	7/6/2017
MEMBER	HERB MONTGOMERY	6/30/2019	7/14/2016
MEMBER	HONEY PIVROTTO	6/30/2021	7/25/2018

#### **FIRE STATION BUILDING COMMITTEE**

MEMBER	RALPH INEGNERI	6/30/2019	1/11/2016
MEMBER	HERB MONTGOMERY	6/30/2019	1/11/2016
MEMBER	CHARLES SUMNER	6/30/2019	1/11/2016
MEMBER	HAYLEY WINFIELD	6/30/2019	1/11/2016

#### **GOLF COMMISSION**

MEMBER	CARL BLANCHARD	6/30/2019	6/20/2016
MEMBER	ANDREA JOHNSON	6/30/2020	8/7/2017
MEMBER	WYN MORTON	6/30/2020	7/10/2017
MEMBER	ANNE O'CONNELL	6/30/2020	7/10/2017
MEMBER	JEFFRY ODELL	6/30/2021	6/18/2018
MEMBER	JOHN PIEMONTESE	6/30/2021	6/18/2018
MEMBER	DAVID VALCOURT	6/30/2021	9/10/2018

#### **HARBOR MASTER**

EMPLOYEE	RYAN BURCH	2/12/2021	2/12/2018
EMPLOYEE	CHRIS MILLER		12/24/2014

#### **HAZARDOUS WASTE COMMITTEE**

MEMBER	PATRICK ELLIS	6/30/2019	6/18/2018
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<b>OFFICE/BOARD/COMMITTEE/COMMISSION</b>	<b>NAME</b>	<b>TERM END DATE OF APPT.</b>	
MEMBER	NANCY ICE	6/30/2019	6/18/2018
MEMBER	ROBERT MORAN	6/30/2019	6/18/2018

#### **HISTORICAL COMMISSION**

MEMBER	GEORGE BOYD	6/30/2020	7/10/2017
MEMBER	FAYTHE ELLIS	6/30/2019	10/29/2018
MEMBER	JEFFREY HAYES	6/30/2020	7/10/2017
MEMBER	PATRICIA HESS	6/30/2019	2/22/2016

#### **HOME CONSORTIUM BARN COUNTY**

ALTERNATE	DONNA KALINICK	6/30/2019	6/18/2018
MEMBER	JILL WERTZ-SCALISE	6/30/2021	6/18/2018

#### **HOUSING PARTNERSHIP**

MEMBER	NED CHATELAIN	6/30/2020	10/2/2017
MEMBER	LISA FORHAN	6/30/2019	6/20/2016
MEMBER	VANESSA GREENE	6/30/2020	10/2/2017
MEMBER	RALPH MAROTTI	6/30/2021	6/18/2018
MEMBER	DIANE PANSIRE	6/30/2020	7/10/2017
MEMBER	SARAH ROBINSON	6/30/2021	6/18/2018
MEMBER	STEVE SEAVER	6/30/2019	2/22/2016

#### **HUMAN SERVICES COMMITTEE**

MEMBER	DEBORAH BLACKMAN-JACOBS	6/30/2020	7/10/2017
MEMBER	VIVIAN CAFARELLA	6/30/2021	1/29/2018
MEMBER	PATRICIA HESS	6/30/2019	7/11/2016
MEMBER	ELIZABETH JAYES	6/30/2020	8/7/2017
MEMBER	ANNE O'CONNELL	6/30/2019	7/11/2016
MEMBER	JONATHAN O'NEIL	6/30/2021	6/18/2018
MEMBER	SEAN PARKER	6/30/2020	8/7/2017
MEMBER	LISA PERKINS	6/30/2020	7/10/2017
MEMBER	DENISE REGO	6/30/2019	7/11/2016

#### **LIBRARY BOARD MEMBERS**

MEMBER	ROBERT MAUTERSTOCK	6/30/2020	
MEMBER	ANNE O'CONNELL	6/30/2019	

#### **LIBRARY BUILDING COMMITTEE**

MEMBER	JOAN CASSIDY	6/30/2021	6/18/2018
MEMBER	CHRIS KENNEY	6/30/2021	6/18/2018
MEMBER	CYNTHIA ST AMOUR	6/30/2021	6/18/2018

<b>OFFICE/BOARD/COMMITTEE/COMMISSION</b>	<b>NAME</b>	<b>TERM END DATE OF APPT.</b>	
MEMBER	CHARLES SUMNER	6/30/2021	6/18/2018
<b>LOWER CAPE COMMUNITY ACCESS TELEVISION</b>			
MEMBER	ZEB BARKER	6/30/2020	7/10/2017
<b>MILLSITES COMMITTEE</b>			
MEMBER	FAYTHE ELLIS	6/30/2019	6/20/2016
MEMBER	DOUG ERICKSON	6/30/2020	7/10/2017
MEMBER	ROGER O'DAY	6/30/2020	7/10/2017
MEMBER	PETER OGOZALEK	6/30/2021	6/18/2018
MEMBER	EMILY SUMNER	6/30/2019	6/20/2016
<b>MUNICIPAL HEARING OFFICER</b>			
MEMBER	DONNA KALINICK	6/30/2021	6/18/2018
<b>OIL SPILL COORDINATOR</b>			
MEMBER	PATRICK ELLIS	6/30/2019	6/18/2018
MEMBER	ROBERT MORAN	6/30/2019	6/18/2018
<b>OPEN SPACE COMMITTEE</b>			
MEMBER	GARY CHRISTEN	6/30/2021	2/5/2019
MEMBER	PETER HERRMANN	6/30/2020	7/10/2017
MEMBER	DON KEERAN	6/30/2020	7/10/2017
MEMBER	WILLIAM KLEIN	6/30/2020	11/21/2017
MEMBER	TOM KOWALSKI	6/30/2020	7/10/2017
MEMBER	ANDREW PERKINS	6/30/2020	7/10/2017
<b>PLEASANT BAY ALLIANCE</b>			
MEMBER	RYAN BENNETT	6/30/2019	11/14/2016
MEMBER	CHRIS MILLER	6/30/2021	6/18/2018
<b>RECORDS ACCESS OFFICER</b>			
MEMBER	COLETTE WILLIAMS		12/19/2016
<b>RECYCLING COMMISSION</b>			
MEMBER	PATRICK ELLIS	6/30/2019	7/11/2016
MEMBER	DEBRA JOHNSON	6/30/2019	7/11/2016
MEMBER	PETER JOHNSON	6/30/2019	7/11/2016
MEMBER	BRENDA LOCKE	6/30/2019	7/11/2016
MEMBER	MEG MORRIS	6/30/2021	6/18/2018
MEMBER	EDWARD PREVOST	6/30/2019	7/11/2016
<b>REGISTRAR</b>			



<b>OFFICE/BOARD/COMMITTEE/COMMISSION</b>	<b>NAME</b>	<b>TERM END DATE OF APPT.</b>	
DEMOCRAT REGISTRAR	THADDEUS NABYWANIEC	6/30/2020	3/13/2017
REPUBLICAN REGISTRAR	FRANCIS SMITH	6/30/2019	11/28/2016
MEMBER	COLETTE WILLIAMS		5/24/2010

#### **SHELLFISH CONSTABLE**

MEMBER	RYAN BURCH	6/30/2021	8/6/2018
MEMBER	CHRIS MILLER	6/30/2021	8/6/2018

#### **TOWN ADMINISTRATOR SEARCH COMMITTEE**

MEMBER	JILLIAN DOUGLASS	3/10/2019	9/10/2018
MEMBER	CAROL FORGIONE	3/10/2019	9/10/2018
ALTERNATE	PATRICIA HESS	3/10/2019	9/10/2018
MEMBER	SCOTT MACDONALD	3/10/2019	9/10/2018
MEMBER	ROBERT MORAN	3/10/2019	9/10/2018
MEMBER	LISA VITALE	3/10/2019	9/10/2018

#### **TREE WARDEN**

MEMBER	PATRICK ELLIS	6/30/2019	6/18/2018
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#### **WATER COMMISSIONER**

MEMBER	CYNTHIA BARAN	6/30/2020	8/7/2017
MEMBER	SUSAN NEESE-BROWN	6/30/2020	7/10/2017
MEMBER	DOUGLAS WILCOCK	6/30/2020	7/10/2017

#### **WATER QUALITY REVIEW COMMITTEE**

MEMBER	ROBERTA BARRETT	6/30/2019	8/6/2018
MEMBER	MARY CHAFFEE	6/30/2019	6/25/2018
ALTERNATE	NED CHATELAIN	6/30/2019	12/3/2018
MEMBER	ANNETTE GRACZEWSKI	6/30/2019	6/18/2018
MEMBER	NANCY ICE	6/30/2019	6/6/2018
MEMBER	CHRIS MILLER	6/30/2019	6/25/2018
MEMBER	VICTOR STALEY	6/30/2019	6/25/2018
MEMBER	DOUGLAS WILCOCK	6/30/2019	8/6/2018

#### **ZONING BOARD OF APPEALS**

MEMBER	PATRICIA EGGERS	6/30/2021	9/24/2018
MEMBER	BRIAN HARRISON	6/30/2020	7/10/2017
ALTERNATE	WILLIAM HOAG	6/30/2019	6/18/2018
ALTERNATE	JEAN LR KAMPAS	6/30/2019	6/18/2018
MEMBER	BRUCE MACGREGOR	6/30/2021	6/25/2018
ALTERNATE	SUSAN MCSHANE	6/30/2019	9/10/2018

OFFICE/BOARD/COMMITTEE/COMMISSION	NAME	TERM END DATE OF APPT.	
MEMBER	JOHN NIXON	6/30/2020	7/10/2017
MEMBER	ARTHUR STEWART	6/30/2019	6/20/2016

**BREWSTER VISION ADVISORY COMMITTEE**

MEMBER	ROBERTA BARRETT
MEMBER	LUCAS DINWIDDIE
MEMBER	JILLIAN DOUGLASS
MEMBER	CAROL EDMONDSON
MEMBER	PATRICIA HESS
MEMBER	KARI HOFFMANN
MEMBER	DON KEERAN
MEMBER	HALL MINIS
MEMBER	SUSAN SEARLES

# Report of the Town Moderator

The Town Moderator is elected annually for a one-year term to preside at all Town Meetings; and is also responsible for making appointments to the Finance Committee and Brewster's representatives to the Cape Cod Technical Regional High School.

The Town Moderator is the presiding officer of the annual town meeting, held on the first Monday of May, and any other special town meeting that may be called by the Select Board during the year. During town meeting, the Moderator announces and explains the articles contained in the meeting warrant, conducts the discussion of each article, makes rulings on the articles and any proposed amendments to the articles, calls for a vote on each article, and announces the results of each vote.

The Town Moderator is the final authority on all procedural issues that arise during town meeting. Our town bylaws instruct that Town Meeting Time, a handbook of parliamentary law, be used as the procedural basis for conducting town meeting, except as otherwise provided by the town bylaws or state law.

Our traditional open town meeting is the embodiment of grass roots democracy, which is open to participation by all Brewster registered voters. We held three town meetings this past year, those being a special and annual town meeting on May 7, 2018 and a special town meeting on December 3, 2018, with attendance being 510 and 1292 respectively. Town meeting is the legislative body for the Town of Brewster, and its' most fundamental responsibilities include government structure, town finances and legislation.

The Finance Committee is made up of nine members with three-year staggered terms. I would like to note the contributions by Dennis Hanson and Charles Devito, whose term of appointment expired on June 30, 2018. After advertising and interviewing several candidates, I appointed Thomas Fitzgibbons, Frank Bridges and Honey Pivrotto to three-year terms.

Preparing and executing a successful town meeting is a demanding task. I would like to note the contributions of the Select Board and Finance Committee, who spend countless hours preparing and reviewing the town warrant requests. I would especially like to thank Mark Forest, interim Town Administrator, Colette Williams, Town Clerk, Susan Broderick, Assistant Town Administrator, Donna Kalinick, Assistant Town Administrator and Robin Young, Administrative Assistant in the Select Board's office for all their efforts and support in the execution of town meeting.

Respectively submitted,  
Charles L. Sumner  
Town Moderator

DECEMBER 3, 2018 TOWN MEETING WITH A RECORD SETTING ATTENDANCE





# Report of the Select Board



SELECT BOARD CHAIR, CINDY BINGHAM ACCEPTING THE HABITAT FOR HUMANITY COMMUNITY PARTNERSHIP AWARD FROM EXECUTIVE DIRECTOR VICKI GOLDSMITH

The Board saw a change in membership in 2018. We offer our profound thanks to Jim Foley and Peter Norton for their many years of devoted service to the Town of Brewster and the Select Board. At the same time, we welcome Dr. Mary Chaffee to the Board and welcome back Ben deRuyter. Brewster also welcomed a new Director of the Ladies Library, Cindy St. Amour. We thank Cheryl Bryan for her service as Interim Director of the library.

This has been quite a year for change. As a result of issues identified in the 2017 Town Audit, the Select Board engaged the services of The Abrahams Group, an accounting firm to assist with the 2018 financials. Michael Embury, Town Administrator, resigned in June and the Finance Director was terminated in October. To bring stability back to Brewster, Mark Forest was hired as Interim Town Administrator and Lisa Souve returned from retirement to act as Interim Finance Director. We cannot thank them enough for their guidance and dedicated

service. A Town Administrator's search committee comprised of residents and town employees was formed. Shortly after the start of the New Year, the committee will present to the Select Board the top applicants for the position. The new Town Administrator will be responsible for hiring the next Finance Director.

Our new state-of-the-art Fire Station was dedicated on June 23, 2018. The firefighters and paramedics now have training and decontamination facilities on-site. The old fire station is the new the home of the Natural Resources Department. It is a significant improvement over their former facility as they are now able to store their equipment inside. The staff has been working very hard to revive this space. The Board, represented by Attorney Bruce Taub, continues to work to prevent Eversource from spraying herbicides containing glyphosate, the main ingredient in ROUNDUP®, on the right-of-ways within the Town of Brewster. It has taken a great deal of time and money but we realize our ground water is precious and needs to be preserved. Protecting Brewster's water resources was the most important issue identified by respondents to the town-wide visioning survey administered by the Brewster Vision Advisory Group. The Board is looking to integrate the information gathered from residents by the Vision Advisory Group with the Local Comprehensive Plan (LCP) being developed by Brewster officials. The Cape Cod Commission has mandated that each town have a LCP.

There are a few initiatives that we can look forward to in the coming year. After 12 years of meetings, research, and looking for a site, Brewster made significant progress towards the creation of a Dog Park. The Select Board approved the use of 2 acres of Town property near the Police Facility for the Dog Park. The Stanton Foundation awarded Brewster a grant of \$25,000 for the professional development and design of the dog park. If awarded a construction grant, the Stanton Foundation can award Brewster up to \$225,000.00. The Town would be required to provide 10% of that figure as matching funds. The hope is to have a park open for dogs and humans by fall, 2019. Lt. Governor Karen Polito came to Brewster to award a grant to resurface a walking path at Drummer Boy Park. This will ensure that the path is accessible to all residents. This project will hopefully be completed in the fall of 2019. Our commercial fishermen are harvesting Razor Clams from the flats off Brewster, utilizing a pilot program. We have been working with them to assure sustainability as they harvest.

# Report of the Select Board

The Select Board has made a commitment to increase the availability of affordable/community housing in Brewster. At the May Special Town Meeting, voters approved the formation of the Brewster Municipal Affordable Housing Trust. The purpose of the Trust is to provide for the preservation and creation of affordable housing in the Town of Brewster for the benefit of low and moderate income households and for the funding of community housing. The Brewster Woods Housing development, on the Brewster Housing Authority Property, was permitted in 2018 with potential construction to take place in 2019/2020; this will provide rental housing for 30 low to moderate income families. The first phase of the Habitat for Humanity project, 6 homes on Paul Hush Way, was completed and dedicated in the fall of 2018; Phase II, the construction of 8 more homes, will begin in 2019. While Brewster continues to work towards reaching the state mandated level of 10% affordable housing, the Board is proud that Brewster achieved 6.08% affordable housing and had its' Housing Production Plan certified in 2018. Thank you to Jill Scalise, Housing Coordinator, Donna Kalinick, Assistant Town Administrator, the Housing Partnership, the Community Preservation Committee and the Housing Authority for making this possible.

Marijuana was back on the agenda in 2018. A citizens' petition to ban recreational (not medical) marijuana facilities (including sales, cultivation, processing) from Brewster passed at the 2018 Fall Town Meeting. However, Brewster voters rejected a ban on recreational marijuana at the 2017 Fall Town Meeting and passed a by-law allowing 2 of each type of marijuana facilities (including sales, cultivation, processing) to open in Brewster. We now have two conflicting recreational marijuana laws. The entire issue will go to the court system to determine the outcome. So stay tuned.

As always, the Board is tasked with voting on budgets, capital projects and personnel contracts on an annual basis. There are many capital projects the Board will have to consider over the next 10 years. These include: renovation of Nauset High School, building a new Cape Cod Technical High School, and renovation of the Brewster Ladies Library. We will continue to explore the development of a Community Center. While we seek to limit the impact to our resident tax base, we need to balance the repair and maintenance of our aging infrastructure, roads and equipment as a priority. A new source of revenue has been established on the State level with the expansion of the short term room rental tax. The total impact of this tax locally will not be known for another year.

The Select Board relies on staff, many committee members, and volunteers to help keep the Town running smoothly and projects moving forward. Without this dedicated group, our job would be impossible; we thank you all.

Respectfully submitted,  
Cindy Bingham, Chair  
David Whitney, Vice-Chair  
Ben deRuyter, Clerk  
Mary Chaffee  
John Dickson



NEW SIGN REFLECTING  
THE NAME CHANGE TO  
SELECT BOARD



FORMER SELECT BOARD MEMBERS  
LEADING THE BREWSTER IN  
BLOOM PARADE



CURRENT SELECT BOARD  
MEMBERS ATTENDING THE  
MEMORIAL DAY CEREMONY



# Report of the Interim Town Administrator

The Brewster Select Board has set a very clear goal of establishing affordable, fiscally sustainable municipal operations that demand excellence in service delivery within the spending limits of Proposition 21/2. In order to achieve this goal, the Town has continued to find ways to do more with less.

Fortunately, the Town of Brewster has a dedicated and hard-working municipal staff that has embraced this goal, much to the benefit of the community and the taxpayers of Brewster.

It is important to note that the completion of the Brewster Vision Plan in 2018 was a critical first step in developing a set of priorities and goals for the Select Board and Town Departments. It also lays the foundation for a master plan, or a Local Comprehensive Plan (LCP), which is required under the Cape Cod Commission Act. The Select Board has embraced the Vision Plan goals and has prioritized open space, clean water and affordable housing as key areas of attention in the coming years.

This year has also been a year of transition for the Town Administrator's office. As your Interim Town Administrator, I have overseen the reconstruction of Brewster's 2017 & 2018 accounting records and comprehensive financial management reviews by the Massachusetts Department of Revenue. With the help of Charlie Sumner, Lisa Souve and Donna Kalinick, we have created an updated long-term financial plan and we are in the process of codifying the town's financial management "best practices" – policies and practices that were in place up until 2016 and were instrumental in Town of Brewster receiving a AAA bond rating.

My efforts have also been focused on creating an open and transparent Town Administrator selection process. The process adopted by the Select Board engaged municipal staff and the community and led to the selection of Peter Lombardi as Brewster's next Town Administrator. I am also quite pleased that, with the leadership of the Select Board, we have started work on a new charter for the Town of Brewster. This is an important step in the town gaining the full powers of home rule as authorized under the Massachusetts Constitution.

I will soon depart my position as Interim Town Administrator. During this transition, period the Town Administrator's office has been served well by Assistant Town Administrators Donna Kalinick and Susan Broderick. I also must note the valuable contributions of Robin Young as the Select Board's Administrative Assistance. Together these very talented town employees have helped sustain a culture of excellence and a dedication to serving the community that is well known and respected throughout Cape Cod.

I wish to thank the citizens of Brewster, and the Select Board for the honor and the privilege of serving this community. As I leave, I am confident that you can look forward to sustained progress and success in the years ahead.

Respectfully submitted,  
Mark R. Forest, Interim Town Administrator



# FY 2018 Town Of Brewster Combined Balance Sheet

	Governmental Fund Types			Proprietary Fund Types		Fund Types	Groups	Totals
	General	Special Revenue	Capital Projects	Enterprise	Internal Services	Trust and Agency	Long-term Debt	(Memorandum Only)
<b>ASSETS</b>								
Cash and cash equivalents	6,892,314.50	10,429,616.97	4,130,791.27			4,601,175.57		26,053,898.31
Investments								-
Receivables:								-
Personal property taxes	6,079.58							6,079.58
Real estate taxes	332,668.78	8,879.05						341,547.83
Deferred taxes	90,730.26							90,730.26
Allowance for abatements and exemptions	(676,646.86)							(676,646.86)
Special assessments								-
Tax liens	442,243.88	11,652.96						453,896.84
Tax foreclosures	279,833.39	2,674.74						282,508.13
Motor vehicle excise	174,748.49							174,748.49
Other excises	1,947.00							1,947.00
Utility Charges	150.00	159,281.79	597,848.00					757,279.79
Departmental		442,497.04						442,497.04
Other receivables		42,169.97						42,169.97
Due to/from other funds								-
Due from other governments								-
Inventory								-
Fixed assets, net of accumulated depreciation								-
Amounts to be provided - payment of bonds							29,221,000.00	29,221,000.00
Amounts to be provided - vacation and sick leave								-
<b>Total Assets</b>	<b>7,544,069.02</b>	<b>11,096,772.52</b>	<b>4,728,639.27</b>	<b>-</b>	<b>-</b>	<b>4,601,175.57</b>	<b>29,221,000.00</b>	<b>57,191,656.38</b>
<b>Liabilities: LIABILITIES AND FUND EQUITY</b>								
Deferred revenue								-
Real and personal property taxes	(337,898.50)							(337,898.50)
Deferred taxes	90,730.26	23,206.75						113,937.01
Prepaid taxes/fees								-
Special assessments								-
Tax liens	442,243.88							442,243.88
Tax foreclosures	279,833.39							279,833.39
Motor vehicle excise	174,748.49							174,748.49
Other excises	1,947.00							1,947.00
Utility Charges	150.00	159,281.79	597,848.00					159,431.79
Departmental		442,497.04						1,040,345.04
Deposits receivable								-
Other receivables		42,169.97						42,169.97
Due from other governments								-
Due to other governments								-
Accounts payable								-
Warrants payable	880,449.10	343,076.59	412,737.54			21,768.22		1,658,031.45
Accrued payroll and withholdings	361,199.48							361,199.48
<del>Other</del> liabilities						187,884.50		187,884.50
Bonds payable							29,221,000.00	29,221,000.00
Notes payable		80,000.00						80,000.00
Vacation and sick leave liability								-
<b>Total Liabilities</b>	<b>1,893,403.10</b>	<b>1,090,232.14</b>	<b>1,010,585.54</b>	<b>-</b>	<b>-</b>	<b>209,652.72</b>	<b>29,221,000.00</b>	<b>33,424,873.50</b>

# FY 2018 Town Of Brewster Combined Balance Sheet

	Governmental Fund Types			Proprietary Fund Types		Fund Types	Groups	Totals
	General	Special Revenue	Capital Projects	Enterprise	Internal Services	Trust and Agency	Long-term Debt	(Memorandum Only)
Fund Equity:								
Reserved for encumbrances	764,156.30	22,600.00						786,756.30
Reserved for expenditures	779,087.24	105,549.17						884,636.41
Reserved for continuing appropriations	1,258,703.75		2,063,512.98					3,322,216.73
Reserved for petty cash	650.00	200.00						850.00
Reserved for appropriation deficit								-
Reserved for snow and ice deficit	(108,399.30)							(108,399.30)
Reserved for debt Service								-
Reserved for premiums	283,120.19		687,341.21					970,461.40
Reserved fund balance		2,009,638.11						2,009,638.11
Undesignated fund balance	<b>2,673,347.74</b>	7,868,553.10	967,199.54			4,391,522.85		15,900,623.23
Unreserved retained earnings								-
Investment in capital assets								-
<b>Total Fund Equity</b>	<b>5,650,665.92</b>	<b>10,006,540.38</b>	<b>3,718,053.73</b>	<b>-</b>	<b>-</b>	<b>4,391,522.85</b>	<b>-</b>	<b>23,766,782.88</b>
<b>Total Liabilities and Fund Equity</b>	<b>7,544,069.02</b>	<b>11,096,772.52</b>	<b>4,728,639.27</b>	<b>-</b>	<b>-</b>	<b>4,601,175.57</b>	<b>29,221,000.00</b>	<b>57,191,656.38</b>

# FY 2018 Town Of Brewster Revenue

Personal Property	407,799.00	
Real Estate	30,918,535.00	
Motor Vehicle Excise	1,650,169.00	
Boat Excise	8,171.00	
Penalties & Interest	137,657.49	
Tax Liens Redeemed	111,385.51	
Payment in Lieu	6,873.00	
Hotel/Motel	1,164,210.00	
Meals Tax	165,037.00	
<b>TOTAL TAXES &amp; EXCISE</b>		<b>34,569,837.00</b>
Fees	95,045.59	
Rentals	67,185.00	
Trash Collections	549,812.00	
Other Department Revenue	177,586.41	
<b>TOTAL CHARGES FOR SERVICES</b>		<b>889,629.00</b>
Selectmen License & Permits	380,746.38	
Police License & Permits	26,165.65	
Fire License & PermitsDept	27,870.00	
Building License & Permits	297,080.47	
Health License & Permits	59,264.50	
<b>TOTAL LICENSES &amp; PERMITS</b>		<b>791,127.00</b>
<b>Medicare Reimbursement</b>		<b>68,403.00</b>
<b>STATE REVENUE</b>		<b>1,835,639.00</b>
<b>COURT FINES</b>		<b>985.00</b>
<b>FINES &amp; FORFEITS</b>		<b>28,211.00</b>
Miscellaneous Revenue	242,986.00	
Investment Income	128,476.00	
FY 17 NET AUDIT ADJUSTMENTS	911,565.00	
<b>TOTAL MISCELLANEOUS REVENUE</b>		<b>1,283,027.00</b>
<b>TOTAL REVENUE</b>		<b>39,466,858.00</b>

## FY 2018 Town of Brewster General Fund Expenses

Department	FY18 Town Meeting Voted/Budget	Additional Appropriations	Available Budget	FY18 Salary & Wages	FY18 Expenses	Ending Balance
Elected Officials/Moderator	300.00	0.00	300.00	(300.00)	0.00	0.00
Selectmen & Town Admin	427,275.00	14,527.41	441,802.41	(386,180.60)	(52,835.81)	2,786.00
Elected Officials	8,000.00	0.00	8,000.00	(8,000.00)	0.00	0.00
Greenhead Fly	1,250.00	0.00	1,250.00	(1,250.00)	1,250.00	1,250.00
Finance Committee	5,700.00	0.00	5,700.00	0.00	(3,776.75)	1,923.25
Reserve Fund	100,000.00	(100,000.00)	0.00	0.00	0.00	0.00
Accounting	183,197.00	3,855.00	187,052.00	(157,923.18)	(47,627.28)	(18,498.46)
Assessors	211,178.00	5,830.00	217,008.00	(133,194.00)	(84,861.60)	(1,047.60)
Treasurer Cllector	255,161.00	5,909.00	261,070.00	(224,176.00)	(14,176.87)	22,717.13
Legal	165,600.00	0.00	165,600.00	0.00	(137,025.07)	28,574.93
Information Technology	216,113.00	2,290.00	218,403.00	(95,868.00)	(99,654.67)	22,880.33
Town Clerk	162,903.00	3,631.00	166,534.00	(143,992.00)	(17,855.48)	4,686.52
Registrar	9,024.00	0.00	9,024.00	(7,991.62)	0.00	1,032.38
Planning	165,527.00	4,599.00	170,126.00	(162,066.15)	(1,486.13)	6,573.72
Public Buildings/Maintenance	172,416.00	1,623.00	174,039.00	(126,940.53)	(46,995.33)	103.14
<b>GENERAL GOVERNMENT</b>	<b>2,083,644.00</b>	<b>(57,735.59)</b>	<b>2,025,908.41</b>	<b>(1,447,882.08)</b>	<b>(505,044.99)</b>	<b>72,981.34</b>
Police	2,546,098.00	52,100.00	2,598,198.00	(2,421,719.18)	(149,851.82)	26,627.00
Fire	1,741,711.00	166,792.86	1,908,503.86	(1,815,369.06)	(91,785.46)	1,349.34
Building	381,355.00	8,970.00	390,325.00	(268,645.13)	(117,619.74)	4,060.13
Natural Resources	309,146.00	50,100.91	359,246.91	(274,923.87)	(78,260.04)	6,063.00
Alewives Committee	2,000.00	0.00	2,000.00	(1,097.25)	(83.98)	818.77



# FY 2018 Town of Brewster

## General Fund Expenses

<b>SAFTY &amp; PROTECTION</b>	<b>4,980,310.00</b>	<b>277,963.77</b>	<b>5,258,273.77</b>	<b>(4,781,754.49)</b>	<b>(437,601.04)</b>	<b>38,918.24</b>
Stoney Brook	3,923,926.00	0.00	3,923,926.00	(2,526,803.51)	(1,019,938.04)	377,184.45
Nauset Regional	9,953,157.00	0.00	9,953,157.00	0.00	(9,953,157.00)	0.00
Cape Cod Tech	831,711.00	0.00	831,711.00	0.00	(831,711.00)	0.00
The Eddy Elementary	3,500,326.00	0.00	3,500,326.00	(2,479,677.61)	(667,036.77)	353,611.62
<b>EDUCATION</b>	<b>18,209,120.00</b>	<b>0.00</b>	<b>18,209,120.00</b>	<b>(5,006,481.12)</b>	<b>(12,471,842.81)</b>	<b>730,796.07</b>
Public Works	1,652,140.00	36,386.00	1,688,526.00	(1,030,458.18)	(653,261.66)	4,806.16
Snow & Ice Removal	154,775.00	0.00	154,775.00	(59,291.34)	(203,882.96)	(108,399.30)
Street Lighting	5,380.00	0.00	5,380.00	0.00	(3,666.51)	1,713.49
Utilities	433,180.00	(96,056.86)	337,123.14	0.00	(289,636.43)	47,486.71
<b>PUBLIC WORKS</b>	<b>2,245,475.00</b>	<b>(59,670.86)</b>	<b>2,185,804.14</b>	<b>(1,089,749.52)</b>	<b>(1,150,447.56)</b>	<b>(54,392.94)</b>
Health	226,092.00	6,540.18	232,632.18	(211,283.62)	(21,348.56)	0.00
Council on Aging	254,332.00	5,873.00	260,205.00	(238,025.72)	(18,526.13)	3,653.15
Veterans	89,668.00	0.00	89,668.00	0.00	(85,787.23)	3,880.77
Local Funding-Public Assistance	120,960.00	0.00	120,960.00	0.00	(120,710.00)	250.00
<b>HUMAN SERVICES</b>	<b>691,052.00</b>	<b>12,413.18</b>	<b>703,465.18</b>	<b>(449,309.34)</b>	<b>(246,371.92)</b>	<b>7,783.92</b>
Brewster Ladies Library	606,893.00	8,882.00	615,775.00	(447,100.21)	(163,939.70)	4,735.09
Recreation	135,647.00	1,602.00	137,249.00	(123,844.75)	(13,404.25)	0.00
Local Funding	29,500.00	0.00	29,500.00	0.00	(29,500.00)	0.00
Historic District	9,750.00	0.00	9,750.00	0.00	(9,750.00)	0.00
Memorial/Veterans Day	1,000.00	0.00	1,000.00	0.00	(1,000.00)	0.00
Millsites	4,000.00	0.00	4,000.00	(1,500.00)	(2,500.00)	0.00
<b>CULTURE &amp; RECREATION</b>	<b>786,790.00</b>	<b>10,484.00</b>	<b>797,274.00</b>	<b>(572,444.96)</b>	<b>(220,093.95)</b>	<b>4,735.09</b>

# FY 2018 Town of Brewster

## General Fund Expenses

<b>Contractual Obligations</b>		<b>331,768.00</b>	<b>(283,454.50)</b>	<b>48,313.50</b>	<b>0.00</b>	<b>(44,689.32)</b>	<b>3,624.18</b>
<b>Debt Service P &amp; I</b>		<b>1,275,888.00</b>	<b>333,560.62</b>	<b>1,609,448.62</b>	<b>0.00</b>	<b>(1,614,448.62)</b>	<b>(5,000.00)</b>
23	Unemployment	72,000.00	0.00	72,000.00	0.00	(13,369.50)	58,630.50
	Medicare	195,148.00	0.00	195,148.00	0.00	(189,445.62)	5,702.38
	Health Insurance	3,426,715.00	(160,077.07)	3,266,637.93	0.00	(3,173,976.37)	92,661.56
	Other Post Employment Benefits	55,000.00	0.00	55,000.00	0.00	(55,000.00)	0.00
	Life Insurance	2,791.00	0.00	2,791.00	0.00	(2,669.08)	121.92
	Retirement/Barnstable County/State	345,233.00	0.00	345,233.00	0.00	(345,011.11)	221.89
	Retirement/Actuarial Services	2,600.00	0.00	2,600.00	0.00	(2,600.00)	0.00
	Retirement/Pension	1,501,212.00	0.00	1,501,212.00	0.00	(1,501,209.57)	2.43
	Liability Insurance	500,100.00	(73,483.55)	426,616.45	0.00	(421,409.06)	5,207.39
<b>INSURANCE &amp; BENEFITS</b>		<b>6,100,799.00</b>	<b>(233,560.62)</b>	<b>5,867,238.38</b>	<b>0.00</b>	<b>(5,704,690.31)</b>	<b>162,548.07</b>
	Local Assessment	11,280.00	0.00	11,280.00	0.00	(11,280.00)	0.00
	State & County Asseements	635,036.00	0.00	635,036.00	0.00	(657,501.00)	(22,465.00)
<b>ASSESSMENTS</b>		<b>646,316.00</b>	<b>0.00</b>	<b>646,316.00</b>	<b>0.00</b>	<b>(668,781.00)</b>	<b>(22,465.00)</b>
	TRSF TO SPECIAL REVENUE	0.00	0.00	0.00	0.00	(202,072.56)	(202,072.56)
	TRSF TO CAPITAL PROJECTS	0.00	0.00	0.00	0.00	(631,561.22)	(631,561.22)
	TRSF TO TRUST	0.00	0.00	0.00	0.00	(12,000.00)	(12,000.00)
<b>TRANSFERS</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>(845,633.78)</b>	<b>(845,633.78)</b>
		<b>37,351,162.00</b>	<b>0.00</b>	<b>37,351,162.00</b>	<b>(13,347,621.51)</b>	<b>(23,909,645.30)</b>	<b>93,895.19</b>

# FY 2018 Town of Brewster

## Account Balance

### Special Revenue

ACCOUNT NAME	ACCOUNT BALANCE
<b>School Lunch Program:</b>	
School Lunch	16,933.11
<b>Highway Improvements:</b>	
Highway Projects-Chap 90	(27,930.62)
<b>School Grants:</b>	
Bldg Rental-Eddy School	(0.01)
Bldg RentalStony Brook Elementary:	381.48
CC5 Educational Mini Grant -Eddy	3,010.84
CC5 Educational Mini Grant -Stonybrook	798.64
Garden Club Educational Grant-Stonybrook	288.28
Garden Club Educational Grant-Eddy	(134.75)
Big Yellow School Bus Grant -Eddy	0.86
Gifts/Donations /Playground-Eddy	27.90
Gifts/Donations /Eddy	8,417.16
Building Use/Grounds Fee - Stonybrook	13,134.83
Gifts/Donations /Stonybrook	6,052.98
Unicycle Group	222.91
Building Rental - YMCA	2,743.03
Friends of Pleasant Bay Grant - Habitat Science	4,250.64
<b>Total</b>	<b>39,194.79</b>
<b>CPA Fund</b>	
Gifts/Donations Open Space	200.00
A5 STM 11/08 Fund Bal - Affordable Housing Pricebuydown	182,500.00
A6 ATM 5/14 Historic/Reserve - Baptist Church Steeple	50,000.00
A6 STM 5/16 Reserve - Cape Cod Village	100,000.00
A6 STM 5/16 Community Housing-Habitat for Humanity	29,167.01
A9 ATM 5/17 Housing -Brewster Woods	550,000.00
A9 ATM 5/17 Open Space -Bikeways Committee	59,080.11
A4 STM 5/18 Improvements to Athletic Fields	150,000.00
Fund Balance - Open Space 50%	417,079.63
Fund Balance - Historic 10%	241,386.49
Fund Balance - Comm Housing 10%	258,155.49
Undesignated Fund Balance	1,690,589.35
<b>Total</b>	<b>3,728,158.08</b>

# FY 2018 Town of Brewster

## Account Balance

### Special Revenue

ACCOUNT NAME	ACCOUNT BALANCE
<b>Town Grants:</b>	
CC Commission	5,576.20
Pathways Grant - Barnstable County	90.78
Cultural Council Grant	4,339.89
Cultural Council-Gifts/Donations/Interest	170.19
Wellness Grant	6.00
MTC Clean Energy Choice - Solar Panel	21,320.00
Crime Drug Enforcement-Federal Grant	257.46
S.A.F.E. - Fire Federal Grant	5,132.77
Fire Radios-Federal Grant	0.86
Senior S.A.F.E. Grant	4,574.15
Punkhorn Land Management Grant - Natural Resources	306.19
Punkhorn Wildfire Mitigation Grant - Natural Resources	2,881.78
Disease Testing-Shell Fish	500.00
NRCS - Freemans Pond Engineering & Construction ARRA	16,637.51
Floating Upweller Refurbishment Grant - Natural Resources	246.81
Kitchen Scrap Bucket DEP Grant-DPW	100.00
Compost Bin -11 Cubic FT-DPE Grant-DPW	237.40
Compost Bin -30 Cubic FT-DPE Grant-DPW	604.80
Rain Barrels -DEP Grant-DPW	64.80
Sustainable Materials Grant - DPW	17,776.00
Elder Services - Transportation Grant - COA	920.14
Elder Service of Cape Cod & Islands	750.00
Samaritans - Transition Workshop Grant - COA	0.56
State Formula Grant -COA	10,328.80
Service Incentive Award Grant	10.00
Library Incentive Grant	14,715.86
Nonresident Circulation Grant	12,641.33
Municipal Equalization Grant	4,483.50
Planning-Technical Grant	(1,131.00)
DLTA Grant-Housing Study	2,420.00
Planning & Design Grant - Ladies Library - Eddy Foundation	3,838.62
MDU County Grant	3,120.43
Dog Park Grant	25,000.00
Septic Grant/Loan Payback	35,177.77
<b>Total</b>	<b>193,099.60</b>

# FY 2018 Town of Brewster

## Account Balance Special Revenue

<b>ACCOUNT NAME</b>	<b>ACCOUNT BALANCE</b>
Insurance Reimbursement Over 20,000.00	9,981.00
Insurance Reimbursement under 20,000.00	794.70
Gift - Pond Monitoring Program	2,663.11
Affordable Housing Fund	87,693.99
Gift - Memorial Fund - B. Mant	752.04
Foreclosure Properties/Conservation Trust	8,755.11
Appeals Board - Consultant	931.39
Gift/Donations/1014	2,108.64
Gift - Police	125.00
Gift-Bike Trail	3,000.00
Telecommunications Acct	285,534.73
Gift - Animal Welfare Kennel Costs	7,192.82
Ocean Edge-MEPA Section 61	14,532.61
Gift-Student Exchange	456.09
Gift-Conservation	6,371.35
Stony Brook Circuit Breaker State Funds	39,905.73
MIIA Public Works	76.24
Gift-Natural Resources	1,082.00
Gift- Crosby Museum	7,472.00
Gift- Crosby Ramp	1,000.00
Gift - Crosby Linnell Landing State Property Development Plan	350.00
Gifts/Donations Crosby Mansion	290.36
Chap 53E 1/2 Crosby Mansion	23,553.14
Gift - Christmas Tree - Herring Run	2,175.00
Gift - DPW - Wood for Swap Shop	630.55
Gift - Open Space Land Bank	393.00
Gift - Council on Aging	128,543.96
Recreation Fund - 53 E 1/2 Acct	141,192.76
Recreation - Breakfast with Santa	(111.23)
Recreation - Bayside Skippers Account	4,074.13
Gift-Old Mill Sites	9,881.68
Gift - Golf - Friends of the Captains	628.25
Gift - Junior Golf Day	1,411.54
Professional Development - Golf	1,274.69
Land Acquisition-Long Pond Woods	75,000.00
Cable-COMMUNITY Access	26,413.19
Private Rd Maintenance Fee	994.50
<b>Total Receipts Reserved:</b>	<b>897,124.07</b>
Sale of Cemetery Lots	11,779.17
Municipal Waterways Fund	26,878.52
Cablevision Franchise Fee 8/06	364,754.16
Transportation-Network Companies	947.90
Wetland Protection Fund	60,780.14
<b>Total OTHER</b>	<b>465,139.89</b>
Ambulance Receipts	1,731,768.53
Golf Receipts Reserved	112,887.262,
Water	850,165.67
<b>Total</b>	<b>4,694,821.46</b>

ACCOUNT NAME	ACCOUNT BALANCE
<b>Capital Project:</b>	
A8 ATM 5/16 - Water Resource Management	48,023.06
A1 STM 1-a 11/17 Coastal Resource Management	17,375.00
A3 STM 2-a 11/17 - Road Maintenance	75,000.00
A3 2b STM 11/17 - Skid Steer & Trailer	6,156.57
A3 3a 11/17 -Thermal Imaging	220.00
A3 3b STM 11/17 Emergency Management	10,000.00
A3 5a STM 11/17 Sign Replacements	9,685.34
A3 5b STM Replace 4x4 Truck	42,000.00
A3 5a Building Repairs	30,000.00
<b>Total</b>	<b>238,459.97</b>

ACCOUNT NAME	ACCOUNT BALANCE
<b>Capital Projects:</b>	
Land Acquisition A92 5/86	3,071.86
Land Acquisition -Cove Rd 5/88	15,000.00
Land Acquisition -SloughRd A9 STM 11/17	14,948.20
<b>Total</b>	<b>33,020.06</b>

<b>Capital Projects-Water Btmtts:</b>	
Water Btmt-Maple Lane	1,952.28
A30 ATM 5/07 Fiddlers Lane Water Btmt Int/Costs	540.00
A30 ATM 5/06 Cranview Road Water Main Extension	74,437.33
A23 ATM 5/01 Slough Rd - Water Btmt	63,380.27
A30 ATM 5/07 Fiddlers Lane Water Btmt	11,101.61
A15 STM 11/00 Sears Rd Water Btmt	4,398.89
<b>Total</b>	<b>155,810.38</b>

<b>Special Revenue : Private Road Betterments</b>	
A19 ATM 5/15 Moss, Commons, Magnet PRB - Improvements	(1,623.50)
A20 ATM 5/15 Tower Hill Circle PRB - Improvements	0.00
A3 STM 5/16 Leona Terrace PRB - Improvements	2,085.00
A6 STM 5/18 North Pond Dr Engineering	7,500.00
<b>Total</b>	<b>7,961.50</b>

<b>Capital Project: Fire Station Design/Construct</b>	
A1 STM 11/15 Fire Station Design/Const	1,394,310.33
<b>Total</b>	<b>1,394,310.33</b>

<b>Capital Project: Water Capital Improvements</b>	
A10 a ATM 5/17 - Scada Replacement Project	61,020.19
<b>Total</b>	<b>61,020.19</b>

<b>Capital Project: Tri-town Septage Decommision</b>	
A22 ATM 5/17 Tri Town Septage	221,017.32
<b>Total</b>	<b>221,017.32</b>

**Capital Equipment Purchases:**

A4 STM 5/16 Town Hall Roof Replacement Project	25,601.00
A4 STM 5/16 Town Hall Window Replacement	11,281.09
A4 STM 11/14 Stony Brook Window Repair Project	25,368.00
A2 STM 9/2/15 Golf Utility Vehicles	10,097.20

<b>Total</b>	<b>72,347.29</b>
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**Capital Projects: Beach & Landings****A10 STM 9/2/15:**

Slough Pond Landing	3,284.24
Long Pond Boat Ramp	(1,831.58)
Paines Creek Foot Bridge	1,104.52
Beach Landing	162.50

<b>Total</b>	<b>2,719.68</b>
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**Capital Project: Road Improvement Projects**

A30 ATM 5/15 Road Repair/Resurface - Improvements	864,077.53
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<b>Total</b>	<b>864,077.53</b>
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# FY 2018 Town of Brewster

## Account Balance

### Trust Agency

ACCOUNT NAME	ACCOUNT BALANCE
<b>Expendable Trusts:</b>	
A8 STM 11/13 Workers Comp Ch 40 S 13A	89,089.31
Pension Fund	112.53
OPEB/HSCB	1,754,544.03
Law Enforcement Trust	10,674.42
Needy Sick Children	5,408.17
Irving D. Cummings	26,863.53
Nickerson Olmsted fund	1,695.30
Samuel Hall	723.08
E C Ahllberg	1,084.96
William Grey	10,658.65
Alice Drown	722.78
Agnes Montgomery	722.78
Sears Cemetary	3,412.99
Dean Sears Fund	354.03
Homer Clark	3,782.73
Fred Nickerson	1,809.30
Foster Rdpine Grove Cemetary	100,553.83
Brewster Memorial	3,625.00
Conservation fund	12,594.20
Stabilization fund	2,159,141.68
111F Fire & Police	2,571.43
<b>Total</b>	<b>4,190,144.73</b>
<b>Nonexpendable Trusts:</b>	
Cemetery Funds	150,387.83
<b>SCHOLORSHIPS</b>	
C. Ellis Scholarship Fund	\$26,580.83
Youth of the Year	\$22,219.46
Ouimet Scholarship	\$2,190.00
<b>Total</b>	<b>\$50,990.29</b>
<b>Agency Funds:</b>	
Due to Others - Performance Bonds	179,186.26
Conservation/Planning Escrows	22,871.60
Marijuana Performance Bonds	3,960.00
Special Details - Police	(22,306.00)
Special Details - Fire Dept	793.00
Pro Shop Sales Tax	17.22
Meals Tax due State	(51.78)
Firearms Record Trust	3,400.00
Due to Registry	14.00
<b>Total</b>	<b>187,884.30</b>

# Report of the Town Collector

## THE FOLLOWING AMOUNTS WERE PAID TO THE TREASURER IN FY 2018:

	<u>Year</u>	<u>Amounts</u>	<u>Totals</u>
<b><u>Real Estate</u> (net of refunds)</b>			
	2018	\$30,556,922.80	
	2017	\$307,621.66	
	2016	\$1,031.83	<b>\$30,865,576.29</b>
<b><u>Community Preservation Act</u> (net of refunds)</b>			
	2018	\$918,427.44	
	2017	\$8,040.46	
	2016	\$30.95	<b>\$926,498.85</b>
<b><u>Personal Property</u> (net of refunds)</b>			
	2018	\$405,924.75	
	2017	\$1,775.88	
	2015	\$24.78	<b>\$407,725.41</b>
<b><u>Motor Vehicle Excise</u> (net of refunds)</b>			
	2018	\$1,373,853.09	
	2017	\$262,738.29	
	2016	\$9,054.20	
	2015	\$1,438.41	
	2014	\$1,328.65	
	2013	\$231.67	
	2012	\$92.50	
	2011	\$234.58	
	Prior Years	\$1,167.61	<b>\$1,650,139.00</b>
<b><u>Boat Excise</u> (net of refunds)</b>			
	2018	\$7,924.75	
	Prior Years	\$246.00	<b>\$8,170.75</b>
<b><u>Liens</u></b>			
Apportioned Water Betterments		\$3,785.63	
Water Betterment Committed Interest		\$1,209.31	
Water Liens Added to Taxes		\$26,604.52	
Water Lien Charges Added to Taxes		\$2,250.00	
Apportioned Road Betterments		\$80,190.11	
Road Betterment Committed Interest		\$26,968.21	
Road Betterment Paid in Advance		\$76,129.35	
Road Betterment CI Paid in Advance		\$518.88	
Septic Betterment Paid in Advance		\$2,992.50	
Septic Betterment CI Paid in Advance		\$59.04	
Septic Betterment #2 Principal		\$7,637.00	
Septic Betterment #2 Committed Interest		\$2,639.99	<b>\$230,984.54</b>
<b><u>Other Miscellaneous</u></b>			
Municipal Lien Certificates		\$13,575.00	
Interest and Charges		\$103,242.95	<b>\$116,817.95</b>
<b><u>Grand Total</u></b>			<b>\$34,205,912.79</b>

# Report of the Town Collector

## OUTSTANDING TAXES AND LIENS AS OF 06/30/2018

	<u>Year</u>	<u>Amounts</u>	<u>Totals</u>
<u>Real Estate</u>	2018	\$332,668.78	
	2017	\$0.00	<b>\$332,668.78</b>
<u>Community Preservation Act</u> (Formerly Land Bank)	2018	\$8,879.05	
	2017	\$0.00	<b>\$8,879.05</b>
<u>Personal Property</u>	2018	\$7,617.81	
	2017	\$1,147.67	
	2016	\$311.74	
	2015	\$364.59	
	2014	\$199.18	
	2013	\$129.89	
	2012	\$110.12	
	2011	\$81.54	
	2010	\$13.02	<b>\$9,975.56</b>
<u>Apportioned Road Betterments &amp; Committed Interest</u>	2018	\$1,621.07	<b>\$1,621.07</b>
<u>Apportioned Septic Betterment &amp; Committed Interest # 2</u>	2018	\$0.00	<b>\$0.00</b>
<u>Apportioned Water Betterments/Committed Interest</u>	2018	\$0.00	<b>\$0.00</b>
<u>Water Liens</u>	2018	\$1,728.77	<b>\$1,728.77</b>
<u>Water Lien Charges</u>	2018	\$150.00	<b>\$150.00</b>

# Report of the Town Collector

## **Boat Excise**

2018	\$640.00
2017	\$378.00
2016	\$276.00
2015	\$148.00
2014	\$158.00
2013	\$78.00
2012	\$78.00
2011	\$53.00
2010	\$123.00
2006	\$15.00

**\$1,947.00**

## **Motor Vehicle Excise**

2018	\$90,483.77
2017	\$26,283.02
2016	\$7,002.22
2015	\$4,992.83
2014	\$5,331.36
2013	\$2,508.13
2012	\$3,017.81
2011	\$3,409.40
2010	\$4,544.60
2009	\$2,838.87
2008	\$5,010.55
2007	\$2,532.93
2006	\$3,248.55
2005	\$3,316.91
2004	\$3,145.44
2003	\$3,683.45
2002	\$3,398.65

**\$174,748.49**

## **Grand Total**

**\$531,718.72**

Respectfully submitted,  
Lisa L. Vitale  
Treasurer/Collector

# Report of Town Treasurer

**Cash as of July 1, 2017** **\$ 28,385,222.52**

**Receipts from Departments**

Tax Collector	\$	34,205,912.79	
Golf Course	\$	3,730,534.79	
State Aid	\$	3,409,212.01	
Water Department	\$	2,573,357.72	
Other Departments/Sources	\$	18,304,517.98	<b>\$ 62,223,535.29</b>

**Interest Earned**

General Fund	\$	128,475.71	
Trust & Special Funds	\$	226,308.57	<b>\$ 354,784.28</b>

**Disbursements** **\$ 64,909,643.78**

**Cash as of June 30, 2018** **\$ 26,053,898.31**

**Tax Title/Deferral Balance as of July 1, 2017** **\$ 566,854.17**

**Total Payments**

Redemptions	\$	170,317.83	
Interest, Charges & Fees	\$	75,869.51	<b>\$ 246,187.34</b>

**Accounts Foreclosed or Disclaimed/Vacated** **\$ -**

**Amounts Added**

Additional Tax Title	\$	131,506.00	
Additional Deferrals	\$	27,531.24	<b>\$ 159,037.24</b>

**Balance as of June 30, 2018**

Tax Title Accounts	\$	464,843.32	
Elderly Tax Deferrals	\$	90,730.26	<b><u>\$ 555,573.58</u></b>

# Report of Town Treasurer

## Road Betterment Assessment Program

### Muskrat & Beaver Lane

Amount borrowed \$114,000.00 on 06/15/2008 at 3.958408% interest.

#### General Obligation Bond

Due 06/15/2009	\$19,000.00	Paid
Due 06/15/2010	\$15,000.00	Paid
Due 06/15/2011	\$10,000.00	Paid
Due 06/15/2012	\$10,000.00	Paid
Due 06/15/2013	\$10,000.00	Paid
Due 06/15/2014	\$10,000.00	Paid
Due 06/15/2015	\$10,000.00	Paid
Due 06/15/2016	\$10,000.00	Paid
Due 06/15/2017	\$10,000.00	Paid
Due 06/15/2018	\$10,000.00	Paid

### Old Valley Road

Amount borrowed \$142,000.00 on 06/15/2008 at 3.958408% interest.

#### General Obligation Bond

Due 06/15/2009	\$17,000.00	Paid
Due 06/15/2010	\$15,000.00	Paid
Due 06/15/2011	\$15,000.00	Paid
Due 06/15/2012	\$15,000.00	Paid
Due 06/15/2013	\$15,000.00	Paid
Due 06/15/2014	\$15,000.00	Paid
Due 06/15/2015	\$15,000.00	Paid
Due 06/15/2016	\$15,000.00	Paid
Due 06/15/2017	\$10,000.00	Paid
Due 06/15/2018	\$10,000.00	Paid

# Report of Town Treasurer

## **Standish Heights**

Amount borrowed \$237,000.00 on 06/30/2011 at 3.836248% interest.

### General Obligation Bond

Due 06/15/2012	\$27,000.00	Paid
Due 06/15/2013	\$25,000.00	Paid
Due 06/15/2014	\$25,000.00	Paid
Due 06/15/2015	\$25,000.00	Paid
Due 06/15/2016	\$25,000.00	Paid
Due 06/15/2017	\$25,000.00	Paid
Due 06/15/2018	\$25,000.00	Paid
Due 06/15/2019	\$20,000.00	
Due 06/15/2020	\$20,000.00	
Due 06/15/2021	\$20,000.00	

## **Hazel Lane**

Amount borrowed \$87,880.00 on 06/30/2011 at 3.836248% interest.

### General Obligation Bond

Due 06/15/2012	\$12,880.00	Paid
Due 06/15/2013	\$10,000.00	Paid
Due 06/15/2014	\$10,000.00	Paid
Due 06/15/2015	\$10,000.00	Paid
Due 06/15/2016	\$10,000.00	Paid
Due 06/15/2017	\$10,000.00	Paid
Due 06/15/2018	\$10,000.00	Paid
Due 06/15/2019	\$5,000.00	
Due 06/15/2020	\$5,000.00	
Due 06/15/2021	\$5,000.00	

## **Prell Circle**

Amount borrowed \$67,331.00 on 06/15/2014 at 2.7989690% interest.

### General Obligation Bond

Due 06/15/2015	\$12,331.00	Paid
Due 06/15/2016	\$10,000.00	Paid
Due 06/15/2017	\$10,000.00	Paid
Due 06/15/2018	\$5,000.00	Paid
Due 06/15/2019	\$5,000.00	
Due 06/15/2020	\$5,000.00	
Due 06/15/2021	\$5,000.00	
Due 06/15/2022	\$5,000.00	
Due 06/15/2023	\$5,000.00	
Due 06/15/2024	\$5,000.00	



# Report of Town Treasurer

## **Allen Drive**

Amount borrowed \$83,185.00 on 06/15/2014 at 2.7989690% interest.

### **General Obligation Bond**

Due 06/15/2015	\$13,185.00	Paid
Due 06/15/2016	\$10,000.00	Paid
Due 06/15/2017	\$10,000.00	Paid
Due 06/15/2018	\$10,000.00	Paid
Due 06/15/2019	\$10,000.00	
Due 06/15/2020	\$10,000.00	
Due 06/15/2021	\$5,000.00	
Due 06/15/2022	\$5,000.00	
Due 06/15/2023	\$5,000.00	
Due 06/15/2024	\$5,000.00	

## **South Pond Drive/Captain Fitts Road**

Amount borrowed \$122,354.00 on 03/01/2016 at 1.900422% interest.

### **General Obligation Bond**

Due 03/01/2017	\$12,354.00	Paid
Due 03/01/2018	\$10,000.00	Paid
Due 03/01/2019	\$10,000.00	
Due 03/01/2020	\$10,000.00	
Due 03/01/2021	\$10,000.00	
Due 03/01/2022	\$10,000.00	
Due 03/01/2023	\$10,000.00	
Due 03/01/2024	\$10,000.00	
Due 03/01/2025	\$10,000.00	
Due 03/01/2026	\$10,000.00	
Due 03/01/2027	\$5,000.00	
Due 03/01/2028	\$5,000.00	
Due 03/01/2029	\$5,000.00	
Due 03/01/2030	\$5,000.00	

## **Ebenezer Lane**

Amount borrowed \$104,720.00 on 03/01/2016 at 1.900422% interest.

### **General Obligation Bond**

Due 03/01/2017	\$14,720.00	Paid
Due 03/01/2018	\$10,000.00	Paid
Due 03/01/2019	\$10,000.00	
Due 03/01/2020	\$10,000.00	
Due 03/01/2021	\$10,000.00	
Due 03/01/2022	\$10,000.00	
Due 03/01/2023	\$5,000.00	
Due 03/01/2024	\$5,000.00	
Due 03/01/2025	\$5,000.00	
Due 03/01/2026	\$5,000.00	
Due 03/01/2027	\$5,000.00	
Due 03/01/2028	\$5,000.00	
Due 03/01/2029	\$5,000.00	
Due 03/01/2030	\$5,000.00	

# Report of Town Treasurer

## **Tower Hill Circle**

Amount borrowed \$226,769.00 on 05/03/2017 at 2.0198317% interest.

### General Obligation Bond

Due 05/01/2018	\$21,769.00	Paid
Due 05/01/2019	\$20,000.00	
Due 05/01/2020	\$20,000.00	
Due 05/01/2021	\$15,000.00	
Due 05/01/2022	\$15,000.00	
Due 05/01/2023	\$15,000.00	
Due 05/01/2024	\$15,000.00	
Due 05/01/2025	\$15,000.00	
Due 05/01/2026	\$15,000.00	
Due 05/01/2027	\$15,000.00	
Due 05/01/2028	\$15,000.00	
Due 05/01/2029	\$15,000.00	
Due 05/01/2030	\$15,000.00	
Due 05/01/2031	\$15,000.00	

## **Moss Lane/Commons Way**

Amount borrowed \$76,649.00 on 05/03/2017 at 2.0264961% interest.

### General Obligation Bond

Due 05/01/2018	\$11,649.00	Paid
Due 05/01/2019	\$5,000.00	
Due 05/01/2020	\$5,000.00	
Due 05/01/2021	\$5,000.00	
Due 05/01/2022	\$5,000.00	
Due 05/01/2023	\$5,000.00	
Due 05/01/2024	\$5,000.00	
Due 05/01/2025	\$5,000.00	
Due 05/01/2026	\$5,000.00	
Due 05/01/2027	\$5,000.00	
Due 05/01/2028	\$5,000.00	
Due 05/01/2029	\$5,000.00	
Due 05/01/2030	\$5,000.00	
Due 05/01/2031	\$5,000.00	

# Report of Town Treasurer

## **Leona Terrace**

Amount borrowed \$105,000.00 on 03/15/2018 at 2.867% interest.

### **General Obligation Bond**

Due 03/15/2019	\$10,000.00
Due 03/15/2020	\$10,000.00
Due 03/15/2021	\$10,000.00
Due 03/15/2022	\$10,000.00
Due 03/15/2023	\$10,000.00
Due 03/15/2024	\$10,000.00
Due 03/15/2025	\$10,000.00
Due 03/15/2026	\$5,000.00
Due 03/15/2027	\$5,000.00
Due 03/15/2028	\$5,000.00
Due 03/15/2029	\$5,000.00
Due 03/15/2030	\$5,000.00
Due 03/15/2031	\$5,000.00
Due 03/15/2032	\$5,000.00

## **Water Betterment Assessment Program**

### **Fiddlers Lane**

Amount borrowed \$96,000.00 on 06/15/2007 at 4.4858575% interest.

### **General Obligation Bond**

Due 06/15/2008	\$11,000.00	Paid
Due 06/15/2009	\$10,000.00	Paid
Due 06/15/2010	\$10,000.00	Paid
Due 06/15/2011	\$10,000.00	Paid
Due 06/15/2012	\$5,000.00	Paid
Due 06/15/2013	\$5,000.00	Paid
Due 06/15/2014	\$5,000.00	Paid
Due 06/15/2015	\$5,000.00	Paid
Due 06/15/2016	\$5,000.00	Paid
Due 06/15/2017	\$5,000.00	Paid
Due 06/15/2018	\$5,000.00	Paid
Due 06/15/2019	\$5,000.00	
Due 06/15/2020	\$5,000.00	
Due 06/15/2021	\$5,000.00	
Due 06/15/2022	\$5,000.00	

# Report of Town Treasurer

## BONDS (Fiscal 2018)

### SEPTIC LOAN BOND #1

Loan dated 09-14-98 for \$197,403.08 at 0.00% interest to the year 2020

Interest paid this year	\$	-
Principal paid this year	\$	10,400.00
Balance due on loan	\$	31,000.00
Balance of interest	\$	-

### GOLF COURSE BOND

Loan dated 06-15-98 for \$9,870,000.00 at 4.74% interest to the year 2020

Refinanced on 03-15-07 at 4.000% interest to the year 2020

Interest paid this year	\$	95,200.00
Principal paid this year	\$	700,000.00
Balance due on loan	\$	1,505,000.00
Balance of interest	\$	91,000.00

### MULTI PURPOSE BOND #5 (Police, Water Treatment, Telemetry)

Loan dated 03-01-00 for \$6,670,000.00 at 5.510993% interest to the year 2020

Refinanced on 03-15-07 at 4.000% interest to the year 2020

Interest paid this year	\$	40,800.00
Principal paid this year	\$	320,000.00
Balance due on loan	\$	620,000.00
Balance of interest	\$	37,200.00

### SEPTIC LOAN BOND #2

Loan dated 08-01-02 for \$200,000.00 at 0.00% interest to the year 2024

Interest paid this year	\$	-
Principal paid this year	\$	10,000.00
Balance due on loan	\$	60,000.00
Balance of interest	\$	-

# Report of Town Treasurer

## **MULTI PURPOSE BOND #7**

### **(Water Betterment-Slough Rd, Land Purchase-Jolly Whaler, Road Betterments-Kings Grant & Barons Way)**

Loan dated 09-01-05 for \$2,972,000.00 at 3.636967% interest to the year 2026

Interest paid this year	\$	20,426.25
Principal paid this year	\$	95,000.00
Balance due on loan	\$	460,000.00
Balance of interest	\$	57,210.00

## **MULTI PURPOSE BOND #8**

### **(Water Betterment-Fiddlers Lane, Land Purchase-BBJ, Road Betterments-Herringbrook Lane & Fiddlers Lanes)**

Loan dated 06-15-07 for \$2,901,000.00 at 4.4858575% interest to the year 2027

Interest paid this year	\$	53,060.00
Principal paid this year	\$	135,000.00
Balance due on loan	\$	1,065,000.00
Balance of interest	\$	220,627.50

## **MULTI PURPOSE BOND #9**

### **(Water Department Facility, Road Betterments-Muskrat Lane/Beaver Road & Old Valley Road)**

Loan dated 06-15-08 for \$2,731,000.00 at 3.958408% interest to the year 2028

Interest paid this year	\$	57,210.00
Principal paid this year	\$	145,000.00
Balance due on loan	\$	1,225,000.00
Balance of interest	\$	275,280.00

## **MULTI PURPOSE BOND #10**

### **(Land Acquisition-Punkhorn, Road Betterments-Standish Heights & Hazel Lane)**

Loan dated 06-30-11 for \$999,880.00 at 3.836248% interest to the year 2031

Interest paid this year	\$	21,907.50
Principal paid this year	\$	70,000.00
Balance due on loan	\$	505,000.00
Balance of interest	\$	130,977.50

# Report of Town Treasurer

## **MULTI PURPOSE BOND #11**

### **(Land Acquisition-Freemans Way, Road Betterments-Allen Drive & Prell Circle, Water Pump Station and Water Main)**

Loan dated 06-15-14 for \$3,489,113.00 at 2.7989690% interest to the year 2034

Interest paid this year	\$	89,900.00
Principal paid this year	\$	185,000.00
Balance due on loan	\$	2,725,000.00
Balance of interest	\$	712,850.00

## **MULTI PURPOSE BOND #12**

### **(Eddy School Roof Renovation, Town of Brewster Road Repairs, Road Betterments-South Pond Drive, Captain Fitts Road & Ebenezer Lane, Well Access Road & Route 6A Water Main Project)**

Loan dated 03-01-16 for \$6,250,291.00 at 1.900422% interest to the year 2036

Interest paid this year	\$	180,525.00
Principal paid this year	\$	375,000.00
Balance due on loan	\$	5,480,000.00
Balance of interest	\$	1,187,675.00

## **MULTI PURPOSE BOND #13**

### **(Fire Station Project, Town of Brewster Road Repairs, Library Parking Lot, Road Betterments-Tower Hill Circle, Moss/Commons/Magnet)**

Loan dated 05-03-17 for \$9,349,000.00 at 2.3178863% interest to the year 2037

Interest paid this year	\$	313,329.56	
Principal paid this year	\$	544,000.00	
Balance due on loan	\$	8,805,000.00	\$ 8,261,000.00
Balance of interest	\$	2,420,772.50	

## **MULTI PURPOSE BOND #14**

### **(Fire Station Project, Tri-Town Septage Treatment Facility, Road Betterments-Leona Terrace)**

Loan dated 03-15-18 for \$6,740,000.00 at 2.867% interest to the year 2038

Interest paid this year	\$	-
Principal paid this year	\$	-
Balance due on loan	\$	6,740,000.00
Balance of interest	\$	2,196,650.00

<b>Total Principal Paid in FY 2018:</b>	<b>\$</b>	<b>2,589,400.00</b>
<b>Total Interest Paid in FY 2018:</b>	<b>\$</b>	<b>872,358.31</b>
<b>Balance Due on Loans:</b>	<b>\$</b>	<b>29,221,000.00</b>
<b>Balance Due on Interest:</b>	<b>\$</b>	<b>7,330,242.50</b>



# Report of Town Treasurer

## Fiscal Year 2018 Trust & Investment Accounts Town Cemetery / Perpetual Care Accounts

<u>Fund Name</u>	<u>Principal Amount</u>	<u>Balance 7/1/2017</u>	<u>Added to Principal</u>	<u>Interest Earned</u>	<u>Balance 6/30/2018</u>
Foster Road Cemetery	\$13,000.00	\$ 245,279.55	\$1,625.00	\$ 3,903.78	\$ 250,808.33
E. C. Ahlberg	\$300.00	\$ 1,377.08		\$ 7.88	\$ 1,384.96
Homer P. Clark	\$1,000.00	\$ 4,755.52		\$ 27.21	\$ 4,782.73
Alice Drown	\$200.00	\$ 917.53		\$ 5.25	\$ 922.78
Samuel Hall	\$200.00	\$ 917.83		\$ 5.25	\$ 923.08
Agnes Montgomery	\$200.00	\$ 917.53		\$ 5.25	\$ 922.78
Frederick Nickerson	\$500.00	\$ 2,296.16		\$ 13.14	\$ 2,309.30
Sears Cemetery	\$1,000.00	\$ 4,387.88		\$ 25.11	\$ 4,412.99
Dean Sears	\$100.00	\$ 451.44		\$ 2.59	\$ 454.03
Wm G. Sears	\$3,000.00	\$ 13,580.95		\$ 77.70	\$ 13,658.65
<b>Total</b>	<b>\$19,500.00</b>	<b>\$274,881.47</b>	<b>\$1,625.00</b>	<b>\$4,073.16</b>	<b>\$280,579.63</b>

# Report of Town Treasurer

## Fiscal Year 2018 Trust & Investment Accounts Trust Funds, Grants and Special Funds

<u>Fund Name</u>	<u>Balance 7/1/2017</u>	<u>Withdrawn/ Transferred</u>	<u>Added to Principal</u>	<u>Interest Earned</u>	<u>Balance 6/30/2018</u>
Affordable Housing	\$ 87,195.10			\$ 498.89	\$ 87,693.99
Arts Council Fund	\$ 8,101.52	\$ 7,093.43	\$ 4,400.00	\$ 104.99	\$ 5,513.08
Chester Ellis Scholarship	\$ 27,158.18	\$ 1,000.00		\$ 422.65	\$ 26,580.83
Community Preservation	\$ 3,616,208.00	\$ 1,156,601.25	\$ 1,201,178.16	\$ 34,710.10	\$ 3,695,495.01
Conservation Fund	\$ 12,397.62			\$ 196.58	\$ 12,594.20
Irving O. Cummings	\$ 26,444.03			\$ 419.50	\$ 26,863.53
Law Enforcement Trust	\$ 8,954.54	\$ 3,430.73	\$ 3,885.61	\$ 54.01	\$ 9,463.43
Needy Sick Children	\$ 5,377.41			\$ 30.76	\$ 5,408.17
Nickerson Olmstead	\$ 1,668.79			\$ 26.51	\$ 1,695.30
Pension Fund	\$ 111.89			\$ 0.64	\$ 112.53
Septic Grant	\$ 21,724.94			\$ 124.30	\$ 21,849.24
Stabilization Fund	\$ 2,080,513.96		\$ 45,000.00	\$ 33,627.72	\$ 2,159,141.68
OPEB Trust Fund	\$ 1,548,165.04		\$ 55,000.00	\$ 151,378.99	\$ 1,754,544.03
<b>Totals</b>	<b>\$ 7,444,021.02</b>	<b>\$ 1,168,125.41</b>	<b>\$ 1,309,463.77</b>	<b>\$ 221,595.64</b>	<b>\$ 7,806,955.02</b>

Calendar Year 2018 Payroll Report  
(Includes Overtime, Longevity, Police Special Detail)

Department	Employee	Gross Pay Jan - Dec 2018
Accounting	Christen, Ann	67,943.98
	Larivee, Irene D	85,689.53
	Souve, Lisa A	52,412.50
Alewives	Condit, Dana	365.75
	Lemaitre, William D	365.75
Assessor's Office	Gallagher, James M	68,350.36
	Halloran, Karen Ann	22,101.70
	Joseph, Sandra E	14,652.00
	Mawn, Erika	3,968.16
Building	Bassett Jr, Roland W	53,914.00
	Deegan, Peter J	4,956.00
	Leibowitz, Richard G	62,837.79
	Post, Justin J	114.00
	Provos, Sara E	44,676.26
	Spiegel, Jeffrey W	39.00
	Staley, Victor E	112,573.11
	Tero, Michelle M	55,083.70
	Vanryswood, Scott F	53,297.00
Building Maintenance	Johnson, Kinsley R	59,647.66
	Thatcher, Thomas J	69,538.99
Conservation/Natural Resources	Aguiar, Noelle M	61,996.60
	Burch, Ryan D	62,990.96
	McGee III, Samuel J	1,807.98
	Miller, Christopher J	93,798.35
	Morris, Dennis W	1,127.00
	Spade, Carol	59,978.23
Council on Aging	Clark, Jayne	2,235.50
	Dearborn, Marilyn A	1,430.00
	Egan, Regina P	38,968.30
	Johnson, Debra Ann	22,792.84
	Locke, Brenda J	32,027.34
	Pettengill, Peter A	46,748.84
	Rego, Denise M	66,218.02
	Williams, Robert C	5,328.73
	Zeller, Lauren D	48,456.90
Crosby Mansion	Locke, Brian T	38,310.00
Dept of Public Works	Chapman, Steven J	56,634.74
	Cronin, Jake	50,586.84
	Davis, Scott A	64,852.54
	Day, Jeffrey F	73,160.76
	Dewitt, James W	63,957.67
	Ellis, R. Patrick	124,329.42

Calendar Year 2018 Payroll Report  
(Includes Overtime, Longevity, Police Special Detail)

	Fay, David L	57,210.55
	Fowler, Lauren J	42,277.16
	Jones, James M	83,893.69
	Lombard IV, Charles J	66,683.37
	Martin, Christopher M	44,999.87
	Meyer, Fred Timothy	57,358.78
	Richards, Michael	66,062.44
	Rugg, Kelly A	19,241.59
	Sargent, Joshua M	58,246.81
	Sears, Austin R	51,059.24
	Sumner, Emily L	55,430.53
	Ward, John A	22,808.80
	Williams, Shawn E	56,677.69
Elections	Andreola, Sally	82.50
	Bartolomei, Barbara P	244.75
	Busch, Patricia W	134.75
	Cameron, June A	233.75
	Carey, George E	137.50
	Carstanjen, Joan B	77.00
	Courchesne, Jackalyn J	550.39
	Eddy, James R	231.00
	Eddy, Mary E	231.00
	Elliott-Grunes, Lauren M	649.00
	Finch, Elizabeth W	145.75
	Franklin Jr., Myles A	242.00
	Galante, Patricia A	154.00
	Gaughran, Robert A	233.75
	Gerrish, Lisa E	88.00
	Harbeck, Amy L	55.00
	Harris, Robert D	291.50
	Johnson, Aline	247.50
	Johnson, Eleanor R	231.00
	Johnson, Peter R	231.00
	Kaiser, Linda E	387.75
	Kimberley, Cheryl M	126.50
	Lahive, Marilyn L	231.00
	Lemaitre, Anne F	165.00
	Mannix, Gerard J	55.00
	Mannix, Therese K	77.00
	Marotti, Ralph	33.00
	Mathison, Cynthia A	866.52
	Myers, Mary H	154.00
	Nabywaniec, Mary Jo	247.50
	Noering, Mary C	231.00

Calendar Year 2018 Payroll Report  
(Includes Overtime, Longevity, Police Special Detail)

	Noering, Thomas W	231.00
	Normand, Glenda J	247.50
	Oliver, Marjorie S	242.00
	Quinn, David L	387.75
	Rossiter, Christine	132.00
	Rowe, Judith M	231.00
	Ryone, Sharon L	77.00
	Scheffer, Joan F	209.00
	Scheffer, Peter R	209.00
	Sci, Timothy	71.50
	Stanley, Patricia C	156.75
	Swiniarski, Edward F	612.48
	Taylor Jr, Donald C	558.91
	Taylor, Elizabeth G	341.00
	Tosi, Maryann W.	77.00
	Ulshoeffer Jr, Elbert C	231.00
Fire/Rescue Dept	Brazil, Paul A	86,581.45
	Bunker, Richard A	11,656.53
	Carlo, Louis G	10,815.89
	Coulter, Cynthia	2,536.92
	Cox, Joseph L	91,120.53
	Dalmau, Anthony	124,611.80
	Druckenbrod, Timothy F	24,388.56
	Flavell, Christopher H	82,951.28
	Foakes, Chad T	98,161.86
	Gerlach, Michael D	73,823.72
	Handel, Amy L	56,053.68
	Herrmann, Michael B	90,017.14
	Hogg, Jared D	94,847.19
	Hooper, Robert W	8,445.94
	Johnson, Bretten S	987.80
	Kimball, Daniel W	121,860.20
	McEnaney, Carrie B	76,411.57
	Moran, Robert G	159,601.48
	Nickerson, Benjamin	21,960.32
	Ottino, Andrew W	4,992.88
	Parker, Jeffery E	14,468.56
	Phelan, Colleen F	51,213.49
	Pirruccio, Mark	5,951.43
	Przygocki, Megan J	16,568.01
	Riker, Kirk	79,650.19
	Romer, Scott W	10,704.35
	Romme, Diane M	157.64
	Romme, William G	10,045.12

Calendar Year 2018 Payroll Report  
(Includes Overtime, Longevity, Police Special Detail)

	Rounseville, Amanda M	7,862.61
	Rounseville, Kirk J	111,509.51
	Rubel, Peter J	78,616.40
	Shaw, Jordan A	9,229.41
	Smith, Dean B	15,003.49
	Sprague, Michael D	30,053.26
	Sturtevant, Jeffrey J	97,883.29
	Tucker, Matthew M	87,136.39
	Tuckerman, Alexander	3,776.03
	Varley, Kevin J	123,865.94
	Warner, Bryant M	2,339.23
Golf Maintenance	Ambrose, Lawrence C	13,818.00
	Beck von Peccoz, Grandin	6,741.00
	Campbell II, Robert A	71,500.65
	Capachione Jr, Joseph M	31,302.89
	Ervin, Peter E	98,864.42
	Ferraguto, Peter M	37,588.83
	Fink, Jacob	3,975.00
	Flynn, Thomas E	78,488.72
	Foley, Douglas A	42,187.92
	Greene, Jonathan A	70,168.28
	Hall, Eric P.	2,838.82
	Hemeon, Jeffrey	6,510.24
	Hough Jr, Gerald F	31,745.78
	Humphreys, Steven B	10,285.75
	Jamieson, Randall K	54,154.90
	Lindemann, Forrest C	5,499.63
	Mackinnon, Gregory D	59,535.56
	Medaglia, Tony	3,978.00
	Menges, Howard C	2,506.00
	Nahas, Jonathan C	616.00
	Nickerson, William J	5,174.17
	PolSELLI, Anthony	17,917.41
	Ritchie, James	9,877.00
	Rooney, Paul	13,095.00
	Rose, Adam	3,040.88
	Salisbury, Robert C	60,239.95
	Schwebach, Eric W	42,797.83
	Wiggin, Dwight R	79,457.91
	Wightman, John-Paul M	14,994.00
	Wollert, MacKenzie Eugene	12,722.50
Golf Pro Shop	Albert, Richard R	5,793.00
	Aschettino, Michael M	3,973.25
	Badger, David D	9,053.38

Calendar Year 2018 Payroll Report  
(Includes Overtime, Longevity, Police Special Detail)

	Behrens, Arthur	6,373.91
	Bengston, Sawyer D	4,068.15
	Bressette, Steven R	8,055.75
	Brooks, Terrence M	2,072.88
	Brown, Michael J	3,553.52
	Buckley, Charles D	6,635.50
	Burke, William K	5,387.75
	Byram, Kenneth A	2,722.64
	Cahoon, Donald J	5,814.00
	Carr, William F	7,305.40
	Cummings, Kimberly	8,613.00
	Cummings, Stephen	6,529.00
	Deeg, Charles	4,884.38
	Devine, James F	974.63
	Dolan, Neil M	7,413.00
	Donovan, Charles T	6,739.00
	Doyle, Timothy C	8,694.02
	Fiorda, Vincent J	4,752.00
	Flynn, Matthew	5,088.75
	Fontaine, Alexander A	3,285.00
	Hansen, Lawrence	2,176.38
	Hirschman, Michael L	4,539.64
	Holtman, Raymond R	5,198.01
	Hurley, John J	5,459.66
	Knowles, Steven C	66,624.40
	Kology, Lesley A.	1,974.00
	Koppel, Nathan H	3,001.50
	Labonte, Tyler D	3,561.00
	Lennox, Kathleen M	6,126.63
	Luciano, Joseph A	3,953.14
	O'Brien, Mark T	114,795.14
	Olivier, William M	3,812.28
	Packett, James F	66,623.88
	Rymsza, Paul	1,293.75
	Scales, Vincent R	8,809.00
	Tomasini, James P	2,892.25
	Vesperman, Dorothy J	18,984.35
	Wallace, Francis J	4,896.14
	Whidden, Matthew	3,001.50
	Zinzarella, Thomas M	3,156.76
	Zou, Jason	727.38
Health Department	Ice, Nancy Ellis	97,815.24
	Mason, Tamsin M	57,703.22
	McCullough, Sherrie A	63,960.50

Calendar Year 2018 Payroll Report  
(Includes Overtime, Longevity, Police Special Detail)

Information Technology Library	Miller, Judith E	1,129.04
	Lambert, Kathleen L	97,065.24
	Bryan, Cheryl G	13,382.59
	Burgess, Donna M	1,342.50
	Carr, Suzanne	18,618.36
	Cronin, Richard	3,264.56
	Elliott-Grunes, Lauren	18,673.09
	Fecteau, Mary E	33,138.60
	Gregson, Nina J	48,929.00
	Hall, Alan J	2,222.20
	Howes, Angela L	35,868.78
	Hunt, Kathleen G	19,508.93
	Hurford, Dorothy D	390.00
	Kadzik, Cynthia P	1,417.50
	Kaufmann, Christine E	11,900.95
	McDonnell, Roberta A	2,066.25
	McKean, Sandra S	1,042.50
	Morganstein, Nori	54,356.00
	Murphy, Cheryl J	13,013.82
	Remillard, Kathleen A	70,046.45
	Sauter, Kimberly R	735.00
	Shaw, Sharon	1,395.00
	St. Amour, Cynthia	64,700.00
	Stewart, Anne	2,220.00
	Walsh, Wicke B	13,526.01
	daSilva, Andrew	17,000.16
Moderator	Sumner, Charles L	150.00
Old Mill Site	Erickson, Douglas B	1,865.75
Planning	Bennett, Ryan G	86,525.39
	Mooers, Marilyn A	20,439.91
	St. Cyr, Lynn M	52,105.52
Police Department	Ahlman, Jessica R	101,998.15
(gross pay includes Special Detail Pay	Anastasio, Daniel J	9,006.50
which is reimbursable to the Town	Bausch, George A	131,155.49
of Brewster by private contractors)	Brazil, Molly E	50,714.93
	Broden-Burns, Lynda J	64,771.05
	Campbell, Nathan	666.00
	Childs, Alden B	92,044.21
	Dionne, Andrew J	102,925.68
	Doane, Jill F	68,617.50
	Eldredge, Heath J	138,485.70
	Granelli, Deborah	65,319.94
	Haley, Shannon C	86,403.13
	Hathaway, Stephen J	88,942.98



Calendar Year 2018 Payroll Report  
(Includes Overtime, Longevity, Police Special Detail)

	Henderson, Troy L	45,634.30
	Horton, Barry M	2,339.26
	Judge Jr, Paul H	110,339.52
	Koch Jr, Richard J	52,591.69
	Lanctot, Daniel J	97,275.41
	Maddocks-Smith, Nancy	73.76
	Marshall, Matthew B	116,285.29
	Mashrick, Joseph M	101,803.77
	Mawn, Charles M	132,265.05
	Mei, Michael R	106,320.05
	Mirisola, Francesco J	132,836.50
	Mullaney, John R	8,082.94
	O'Leary, Jonathon P	136,538.56
	O'Neal, Freddie A	107,985.25
	Pelkey, Leah A	288.00
	Radke, Jorel E	871.20
	Rice, Brandon L	84,606.47
	Schofield, Deidre	68,232.20
	Smith, Sidney G	103,870.22
	Thacher, Joseph W	46,471.01
	Varley, Patrick W	152,064.08
	Vermette, Morgan A	81,002.21
	Young, Daniel	50,428.85
	Zontini, Jacob A	85,827.61
Recreation	Aucoin, Emily R	2,643.50
	Bassett III, Roland W	240.00
	Bearse, Ellen O	67,761.58
	Blake, Sarah E	2,040.00
	Bowler, Roy	2,247.50
	Burke, Emma	1,534.50
	Christopher, Maxwell O	2,180.25
	Christopher, Sophie	1,589.50
	Czech, Elizabeth	1,638.00
	Dickson, Margaret	90.00
	Doherty, Aidan H	4,118.00
	Doucette, Sarah	1,716.00
	Ernstrom, Emma F	1,452.00
	Gainey, Helen R	3,378.50
	Gainey, Rae M	3,045.00
	Gervais, Gabrielle R	2,045.25
	Gervais, Sydney	1,413.50
	Gradone IV, Michael B	51,134.64
	Griffin, Christian J	2,198.00
	Hansen, Isabel C	2,611.00

Calendar Year 2018 Payroll Report  
(Includes Overtime, Longevity, Police Special Detail)

	Henchy, Jeanne P	2,187.00
	Hutchinson, Makayla	1,413.50
	Johnson, Jackson W	2,160.00
	Joy, Allyson L	3,290.00
	Judd, Augustus J	2,073.50
	Judd, Jack O	1,848.00
	Kender, Breanna	1,464.75
	Kender, Leanne C	1,860.00
	MacDonald, Quinn	1,628.00
	Mastrocola, Alexandra R	2,492.00
	McNamara, Lucy K	2,401.00
	Miller, Rebecca L	2,962.50
	Moody, Dana E	2,056.00
	Norton, Kieran T	2,166.00
	Parker, Zachary C	2,568.00
	Parrott, Cambria	1,649.50
	Santioanni, John	1,694.00
	Walters, Kyle C	2,736.00
	Wilkinson, Sarah E	2,700.00
Registrars	Nabywaniec, Thaddeus L	3,245.00
	Smith Jr, Francis L	5,029.75
School - Eddy School	Admirand, Margaret	33,287.22
	Andac, Elizabeth P	83,796.75
	Bellarosa, Caroline	72,630.92
	Belliveau, Leah H	51,074.40
	Benning, Julie K	40,348.00
	Bergstrom, Debra A	25,450.48
	Bono, Sonja	11,735.20
	Brooks, Suzanne H	27,257.83
	Brunelle, Sarah	48,195.77
	Bulman, Thomas J	10,101.24
	Clancy, Lori J	39,585.16
	Conlon, Jennifer C	10,898.48
	Daniels, Laurie F	91,266.96
	Doucette, Barbara L	92,239.08
	Dugas, Marsha L	95,284.98
	Edwards, Ashley	9,866.04
	Eldredge, Cheryl A	40,288.00
	Eldredge, Cynthia	53,591.76
	Eldredge, Sheree L	82,017.10
	Ellis, Patricia L	39,581.66
	Erickson, Marguerite F	24,421.80
	Gray, Kino	3,536.25
	Hacking-Davis, Robin L	37,608.20

Calendar Year 2018 Payroll Report  
(Includes Overtime, Longevity, Police Special Detail)

	Hancock, Susan E	32,946.60
	Harrington, Megan C	19,536.96
	Hughes, Joanna E	120,626.31
	Huse, Jessica J	91,228.05
	Ireland, Judith L	98,044.88
	Joy, Allyson L	58,215.36
	Labonte, Emily F	17,368.32
	Marchant, Patricia M	19,064.53
	Melanson, Oona A	79,974.68
	Meyer, Deborah A	31,933.27
	Miller, Melissa M	18,532.32
	Moen, Sarah A	29,736.07
	Montgomery, Amy D	76,131.48
	Noonan, Darlene	66,741.17
	O'Brien, Wende E	40,108.00
	Peterman, Lori	9,915.36
	Pitta, Sean M	50,741.58
	Przygocki, Anne S	101,091.01
	Rubin, Carol	96,665.80
	Sears, Sara H	34,774.64
	Seymour, Christine H	82,215.68
	Shanahan, Talia	85,431.00
	Smythe, Chelsea R	63,638.95
	Sullivan, Linda L	21,902.28
	Underhill, Wendy A	37,182.96
	Young, Dudley E	51,936.58
School - Lunch-Eddy	Aucoin, Michelle E	21,393.26
	Taylor, Patti L	39,381.83
School - Lunch-Stony	Mattox-Drown, Donna M	33,976.62
	Slowik, Sara Ann	25,677.68
School - Stony Brook	Allen, Mary Patricia	57,374.94
	Barnatchez, Kelly J	92,931.33
	Barnes, Laureen A	61,154.56
	Bausch, Janet L	39,718.00
	Berzinis, Mary D	61,104.73
	Brunelle, Donna M	30,737.60
	Bucci, Elisa M	71,895.08
	Bunce, Rebecca	55,523.86
	Campbell-Halley, Noah C	52,777.40
	Carpenter, Mary	28,868.64
	Carr, Deborah A	25,410.06
	DaSilva, Carina	23,241.92
	DeLong, Lisa M	30,916.26
	Degnan, Emily	38,636.08

Calendar Year 2018 Payroll Report  
(Includes Overtime, Longevity, Police Special Detail)

Desrosiers, Donna M	20,934.86
Donovan, Tonia R	92,991.84
Dunford, Martha F	98,369.68
Ednie, Christine A	100,755.38
Ericson, Julie A	83,215.68
Everson, Holly L	24,272.24
Faris, Stacey E	86,200.95
Ford, Susan J	45,308.72
Gates, Erin A	59,258.00
Gauley, Keith E	40,126.41
Gomez, Duane P	42,843.52
Gordon, Kelly Ann	39,428.62
Hannon, Kathleen B	92,766.96
Hatfield, Richard A	51,253.40
Hebert, Constance R	60,686.40
Holcomb-Jones, Heather A	50,244.36
Johnson, Patricia O	26,476.92
Katchmar, Alexis	15,224.37
Keefe, Christine K	88,148.44
Kehoe, Paul	98,544.88
Kirk, Andrew P	51,249.44
Lawless, Colleen T	64,846.84
LeMay, Kyle C	42,825.00
Matulaitis, Susan M	35,393.84
Mayer, Frances M	27,124.38
McCutcheon, Caroline	8,371.36
Moody, Dana	27,739.50
Muniz, Nancy B	40,088.00
Murphy, Rebecca S	30,916.26
Norton, Loretta	1,913.08
Norton, Susan H	40,088.00
Palazzolo, Jane H	27,870.17
Reichers, Chelsea J	9,428.33
Rogacz, Jennifer M	19,812.64
Rogers, Jennifer L	39,569.76
Roy, Katherine J	92,991.84
Salvaggio, Nancy A	15,708.96
Schofield, Barry R	70,270.67
Shanahan, Rebecca J	31,291.40
Sprague, Suzanne	60,965.64
Steber, Dawn K	10,525.15
Trudel, Alison	20,044.96
Whitney, Kendra	15,834.71
Young, Antoinette	82,215.68

Calendar Year 2018 Payroll Report  
(Includes Overtime, Longevity, Police Special Detail)

School - Substitute Teachers	Angeles, Holley	13,365.80
	Anthony, Laird P	520.00
	Atherton, Janet L	855.00
	Bean, Joshua J	80.00
	Berquist, Nancy E	70.00
	Biron, Sandra	585.00
	Bolte, Margaret A	3,600.00
	Brodeur, Kerry A	90.00
	Cahill, Roberta A	5,885.91
	Callahan, Alice E	1,665.00
	Callahan, Anna	140.00
	Carr, Barbara S	75.00
	Correia, Jeanne M	41,969.82
	Culhane, Mary E.	440.00
	DeSalles, Barbara Jean	70.00
	Delfino, Linda M	180.00
	Dinda, Linda J	1,755.00
	Dumont, Maureen S	132.00
	Dyson, Barbara A	26,985.73
	Fromm, Alice Dianne	810.00
	George, Emma V	410.00
	Giansante, Nancy D	4,995.00
	Gill, Laura E	1,350.00
	Glaser-Gilrein, Dianne B	5,290.00
	Gregory, Patricia A	2,705.00
	Harris, Katherine	160.00
	Hart, Susan C	90.00
	Hogan, Carolyn	1,030.00
	Hurley, Linda M	4,320.00
	Johngren, Rachel E	10,010.00
	Katherman, Judith T	90.00
	Kelly, Karen	990.00
	Keohan, Sue	1,080.00
	Kopitsky, Kathleen G	160.00
	LeDuc, Diane J	2,923.19
	Lopardo, Larisa	280.50
	McCarthy, Kathleen C	3,240.00
	McKendree, Charles A	10,972.80
	Miller, Valerie L	2,180.00
	Moulton-Small, Polly	35.00
	Mullin, Paul Francis	90.00
	Nelson, Alexandra P	270.00
	Noone, Traci M	2,200.00
	O'Shea, Randi E	11,226.60

Calendar Year 2018 Payroll Report  
(Includes Overtime, Longevity, Police Special Detail)

	Pollock, Abigail	400.00
	Salamone, Cynthia R	105.00
	Savery, Danielle T	12,184.29
	Scholl, M. Grady	1,740.00
	Shea, Lauren E	495.00
	Sipple, Dale L	140.00
	Small, Melanie M	137.50
	Smith, Jean R	160.00
	Stratico, Catherine E	1,125.00
	Sullivan, Valerie A	2,235.00
	Tefft, Ann M	772.38
	Thompson, Vicki J	45.00
	Tierney, Mary A	225.00
	Viprino, Kristine	69,428.16
	Wade, Kevin L	5,255.00
	Welch, Caron A	294.25
Select Board's Office	Allen, Kelly	2,134.00
	Anderson, Dorothy A	2,433.09
	Bingham, Cynthia A	1,750.00
	Broderick, Susan M	87,473.94
	Chaffee, Mary W	750.00
	Champagne-Lawton, Paula	1,727.00
	Dickson, John T	1,500.00
	Embury, Michael E	151,518.00
	Foley, James W	750.00
	Forest, Mark	43,237.50
	Gay, Peter M	2,706.35
	Kalinick, Donna J	87,473.94
	MacDonald, Suzanne	792.00
	Moberg, Donna J	2,985.24
	Normand, Glenda J	3,555.78
	Norton, Peter G	1,000.00
	Piebes, Sarah	3,780.00
	Piekos Patterson, Christine A	2,615.25
	Wertz-Scalise, Jill A	35,017.76
	Whitney, David C	1,500.00
	Young, Robin A	47,570.33
	deRuyter, Benjamin W	750.00
Senior Work-Off Program	Anderson, Dorothy A	500.00
	Bartolomei, Barbara P	500.00
	Caldwell, Douglas M	500.00
	Clark, Susan A	500.00
	Fitsch, Margot A	500.00
	Franklin Jr., Myles A	500.00

Calendar Year 2018 Payroll Report  
(Includes Overtime, Longevity, Police Special Detail)

	Guiliano, John A	500.00
	Hackbarth, Constance	500.00
	Hubbell, Franklin J	500.00
	Johnson, Aline	500.00
	Lamb, John D	500.00
	MacDonald, Suzanne J	500.00
	Mills, William J	500.00
	Quinn, David L	500.00
	Reynolds, Mary Ann T	500.00
	Robinson, Gary W	500.00
	Schwabe, Barbara	500.00
	Sherry, Olga L	500.00
	Sveden, Nancy F	500.00
	Taylor, Elizabeth G	500.00
	Todd-McNichol, Judith K	500.00
	Uspensky, Vladimir B	500.00
	Walsh, Virginia	500.00
	Wrightson, Elizabeth A	500.00
Town Clerk's Office	Sci, Jayanne M	55,477.47
	Williams, Colette M	79,330.00
Treasurer/Collector	Downey, Megan R	46,569.62
	Guiliano, Carrie S	50,107.49
	Iaccheri, Theresa M	44,943.12
	Vitale, Lisa L	95,076.04
Water Department	Anderson, Paul F	113,821.84
	Caliri, Hannah	52,274.58
	Crowley, Robert J	69,868.60
	Gage, David M	75,980.90
	Hanna, Laura M	51,144.06
	Johngren, Dana C	65,549.32
	Provos, Alexander G	76,440.32
	Rice, Leon B	62,513.03
	Ritchie, Seth R	63,441.64
	Sabatino, Jeffrey R.	53,354.65
	Sci, Timothy	6,502.00
	Silva, Matthew J	50,119.69
	Taber, Amy E	40,375.32
	Theuret, Sherry J	60,815.43
		\$17,152,915.63

Respectfully submitted,

Lisa L. Vitale

# Report of the Town Clerk

This year we held a Special Town Meeting in March, our Annual/Special Town Meeting in May, ending the year with a Special Town meeting in December. It was also a busy election year, beginning with our Annual Town Election in May, followed by a State Primary in September and the mid-term election in November, which consisted of 10 days of early voting here in Town Hall.

Our Board of Registrars, Frank Smith and Ted Nabywaniec, worked diligently on behalf of the citizens of Brewster, registering voters, certifying names on nomination/petition papers and aiding in all of the Town Meetings and Elections processes. I extend my sincere appreciation for all that they do for myself and the Town.

Ellen St. Sure, our Town Archivist once again this year has gone above and beyond with sharing in the rich history of Brewster. Thank you to Jayanne Sci, the Assistant Town Clerk for her support, knowledge, and dedication to the office, her co-workers, and the Town of Brewster.

We have many people to thank for their support and assistance over the year, to name a few; the Select Board; Mark Forest, Interim Town Administrator, Thomas Thatcher, Building Maintenance Supervisor; the Brewster Police Department; the Department of Public Works staff, for the set-up and dismantling of the election site; all of our co-workers, all Committee/Board members who go above and beyond for their town; all of the election workers; and the citizens of Brewster who are so passionately involved in their town.

Please remember to return your 2019 Annual Town Census, these census numbers are used for numerous projections throughout the year including but not limited to; Police resources, Fire/EMT resources, school projections, and keeping our voter registration/resident lists current. 2019 will have one anticipated election in May and our Annual Town Meeting. We are also preparing for the Federal Census in 2020 so be prepared for that mailing. We are looking to the coming year working with our co-workers and the citizens of Brewster.

Colette M. Williams, CMC/CMMC

THE BROOKS FAMILY ATTENDING EARLY VOTING AT THE BREWSTER TOWN HALL





# Report of the Town Clerk

## Vital Records

Certified Vital Records	\$15,650.00
Marriage Intentions	\$1,450.00
Veterans Copies	~Free

## Dog Licenses

Spayed/Neutered Licenses	\$5,646.00
Intact Female/Male	\$756.00
Kennel Licenses	\$350.00

## Fines/Check Charges

Dog Violations	\$100.00
Misc. Bylaw Violations	\$1,100.00
Late Dog Fees	\$20.00

## Business Certificates

New/Renewals	\$2,790.00
Change of Name	\$0.00

## Parking Fines

Parking Violations & Late Fees	\$22,490.00
(Canadian Funds Difference)	

## Miscellaneous

Copies/Public Records	\$105.30
Hunting Permits	\$50.00
Raffle Permits	\$40.00
Street Lists Book/CD	0.00

**TOTAL DEPOSITS: \$50,547.30**

## RECORDED 2018 VITALS:

BIRTHS..... 45

MARRIAGES ..... 59

DEATHS ..... 237

POPULATION AS OF 12/31/2018.....9287

RESIDENTS 16 AND UNDER..... 745

REGISTERED VOTERS.....7965

## TOWN STATISTICS (10 years as of December 31, 2018)

	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
<b>Population</b>	10492	10007	9860	9826	9796	9654	9425	9377	9514	9360	9287
<b>16 and Under</b>	1250	1002	992	1068	952	974	932	979	912	781	745
<b>Registered Voters</b>	8410	8091	8010	8001	8110	7879	7673	7693	8060	7943	7965
<b>Democrat</b>	2084	2045	2033	2022	2058	1991	1938	1946	2079	2051	2068
<b>Republican</b>	1483	1380	1329	1285	1328	1264	1213	1213	1193	1164	1140
<b>Unenrolled</b>	4773	4605	4587	4636	4667	4577	4478	4524	4710	4625	4638
<b>Recorded Vitals</b>											
<b>Births</b>	56	50	61	44	48	46	47	48	48	55	45
<b>Marriages</b>	75	92	67	67	69	67	66	83	70	59	59
<b>Deaths</b>	238	223	228	252	260	243	236	257	262	263	237
<b>Licensed Dogs</b>	978	1017	959	968	966	1068	926	1029	1117	1163	1067

# 2019

## ANNUAL/SPECIAL TOWN MEETING

May 6th, 2019

6:00pm

384 Underpass Road

Warrant Closes:	~	February 20th
Last day to register to vote:	~	April 16th - <b>Open til 8pm</b>
Last day to post ATM/STM Warrant:	~	April 15th

## ANNUAL TOWN ELECTION

May 21st, 2019

7:00am - 8:00pm

1848 Main Street

Last day to obtain nomination papers	~	March 29th - <b>Open til 5pm</b>
Last day to submit nominations papers	~	April 2nd - <b>Open til 5pm</b>
Last day to submit Prop 2 1/2 question	~	April 26th
Last day to withdraw nomination papers	~	April 18th
Last day to register to vote	~	May 1st - <b>Open til 8pm</b>
Last day to post warrant	~	May 14th

## SPECIAL TOWN MEETING

TBA

6:00pm

384 Underpass Road

Last day to register to vote	~	10 days before - <b>Open til 8pm</b>
Last day to post Special Town Meeting Warrant	~	21 days before - (48-4)

# MARCH 12, 2018

## SPECIAL TOWN MEETING REPORT

In accordance with the Warrant, the Special Town Meeting was held in the Stony Brook Elementary School Cafeterium on Monday, March 12, 2018.

The Checkers and Tellers were Cynthia Mathison, Lauren Elliott-Grunes, Edward Swiniarski, David Quinn, Pam Smith, and Jayanne Sci, Assistant Town Clerk. Thaddeus Nabywaniec and Francis Smith, members of the Board of Registrars were also present.

The Moderator verified service of the Warrant on February 16, 2018, with the Constable, Roland W. Bassett, Jr.

The Special Town Meeting was called to order at 7:02pm by the Moderator, Charles L. Sumner.

A quorum was present with 288 of 7910 eligible voters, or 3%.

Town Counsel Katherine Laughman gave a brief overview of Massachusetts Marijuana Regulations.

**Finance Committee Chairman Michael Fitzgerald**

**I make a motion the warrant articles be taken in numerical order as presented in the warrant.**

**Action: Adopted Unanimously.**

**ZONING BYLAW AMENDMENT/Recreational Marijuana Establishments**

**ARTICLE NO. 1:** To see if the Town will vote to amend Chapter 179, Zoning Article IX, Special Regulations of the Brewster Town Code to include Recreational Marijuana Establishments.

**§ 179-38.2 Recreational Marijuana Establishments**

- a. Recreational Marijuana Establishments (RME) shall conform to 935 CMR 500.000: Adult Use of Marijuana, and shall only be permitted pursuant to this Section and the requirements stated herein.
- b. The special permit granting authority for RMEs shall be the Planning Board.
- c. A special permit granted under this section shall have a term limited to the duration of the applicant's ownership or lease of the premises for an RME, as licensed by the Massachusetts licensing authority. Any new license for an existing RME location or transfer of an existing license to a new owner of an RME shall require a new special permit pursuant to Section 179-51 and site plan review pursuant to Section 179-64 of the Brewster zoning bylaws.

**§ 179-38.3 Applicability of Regulations**

- a. The cultivation, production, processing, manufacturing, assembly, packaging, retail or wholesale sale, trade, distribution or dispensing of marijuana is prohibited unless licensed by all applicable Massachusetts licensing authorities and permitted as a RME under this section.
- b. Pursuant to MGL c.94G, §3(a)(2), the number of recreational Marijuana Retailers shall be limited to one (1) establishment in Brewster which is fewer than 20 per cent of the number of licenses issued within the Town for the retail sale of alcoholic beverages not to be drunk on the premises where sold under MGL c.138 §15 (package store licenses). Any Medical Marijuana Dispensary, licensed or registered not later than July 1, 2017

engaged in retail sale of marijuana or marijuana products, shall be exempt from this limitation for purposes of converting from a Medical Marijuana Dispensary to a recreational Marijuana Retailer.

- c. The number of any type of RMEs, except recreational Marijuana Retailers, shall be limited to not more than two (2) of the same type of RME in Brewster.
- d. On-site consumption of recreational marijuana products at RMEs shall be prohibited unless permitted by a local ballot initiative process, as allowed by MGL 94G §3(b).
- e. RMEs are commercial uses and shall be located in stand-alone structures, not connected to any other building or use.
- f. Hours of operation for recreational Marijuana Retailers shall not exceed the Alcoholic Beverages Control Commission (ABCC) maximum hours of operation for liquor licenses not to be drunk on premises pursuant to MGL 138 §15 but may be limited by conditions of the special permit.

#### § 179-38.4 Definitions

Any term not specifically defined herein shall have the meaning as defined in MGL c.94G, §1 and the Cannabis Control Commission Regulations 935 CMR 500.00 governing Adult Use Marijuana.

- a. "Recreational Marijuana Establishment" shall mean a marijuana cultivator, marijuana testing facility, marijuana product manufacturer, marijuana retailer or any other type of licensed marijuana-related business as defined in MGL c.94G, §1 or the Cannabis Control Commission Regulations 935 CMR 500.00.
- b. Marijuana Retailer - an entity licensed by the Cannabis Control Commission to purchase and deliver recreational marijuana and marijuana products from marijuana establishments and to deliver, sell or otherwise transfer recreational marijuana and marijuana products to marijuana establishments and to consumers, as defined in MGL c.94G, §1 and the Cannabis Control Commission Regulations 935 CMR 500.00 governing Adult Use Marijuana.
- c. "Medical Marijuana Dispensary" - an entity registered by the Department of Public Health or the Cannabis Control Commission that acquires, cultivates, possesses, processes, transfers, transports, sells, distributes, dispenses, or administers medical use marijuana, products containing medical use marijuana, related supplies, or educational materials to registered qualifying patients or their personal caregivers.

#### § 179-38.5 General Requirements

- a. No RME shall be located within 500 feet, as measured from each lot line of the subject lot, of the following pre-existing uses: a K-12 educational use; childcare center; public park; playground; or children's camp.
- b. Applicants for an RME shall provide the licensing agent's approved security plan to the Police Chief and Fire Chief prior to the granting of a Special Permit.
- c. An approved Host Community Agreement shall be required prior to the granting of a Special Permit for a RME.

#### § 179-(XX)(Reserved)

Or take any other action relative thereto.

(Planning Board)

(Two Thirds Vote Required)

**Motion:** Move to approve as printed in the warrant.

**Selectmen John Dickson:**

**I move to approve the motion under Article 1 as printed in the warrant.**

**Action:** Adopted by a declared 2/3 vote.

#### **ZONING BYLAW AMENDMENT/Table of Use Regulations**

**ARTICLE NO. 2:** To see if the Town will vote to amend Chapter 179-11 Table of Use Regulations, subsection B (Table 1) to add and/or amend the following uses to the **Village Business (VB)**, **Commercial High Density (C-H)** and **Industrial (I)** zoning districts to the Brewster Town Code.

	R-R	R-L	R-M	C-H	V-B	I	MRD	PWS- CF
Marijuana Cultivator	-	-	-	S	-	S	-	-
Marijuana Product Manufacturer	-	-	-	S	-	S	-	-
Independent Testing Laboratory	-	-	-	S	-	S	-	-
Marijuana Retailer	-	-	-	S	S	-	-	-
Any Other Licensed Recreational Marijuana Establishment	-	-	-	S	-	S	-	-
Medical Marijuana Dispensary (MMD)	-	-	-	S	S	-	-	-

Or to take any other action relative thereto.

(Planning Board)

(Two Thirds Vote Required)

**Motion:** Move to approve as printed in the warrant.

**Selectmen John Dickson:**

**I move to approve the motion under Article 2 as printed in the warrant.**

**Action:** Adopted by a declared 2/3 vote.

#### **LOCAL TAX OPTION/Recreational Marijuana Tax**

**ARTICLE NO. 3:** To see if the Town will vote to accept the provisions of M.G.L. Chapter 64N, Section 3 to impose a local sales tax upon the sale or transfer of marijuana or marijuana products by a marijuana retailer operating within the Town to anyone other than a marijuana establishment at a rate of three percent (3%) of the total sales price received by the marijuana retailer as consideration for the sale of marijuana or marijuana products. A marijuana retailer shall pay a local sales tax imposed under this section to the commissioner of revenue at the same time and in the same manner as the sales tax due to the Commonwealth.

Or take any other action relative thereto.

(Board of Selectmen)

(Majority Vote Required)

**Motion:** Move to approve as printed in the warrant.

**Selectmen John Dickson:**

**I move to approve the motion under Article 3 as printed in the warrant.**

**Action:** Adopted.

## **TOWN CODE AMENDMENT/Recreational Marijuana Retailers**

**ARTICLE NO. 4:** To see if the Town will vote to amend the Brewster Town Code by adding Chapter 59, Recreational Marijuana Retailers, as follows:

### **§59-1 Definitions**

- a. Marijuana Retailer - an entity licensed by the Cannabis Control Commission to purchase and deliver recreational marijuana and marijuana products from marijuana establishments and to deliver, sell or otherwise transfer recreational marijuana and marijuana products to marijuana establishments and to consumers, as defined in MGL c.94G, §1 and the Cannabis Control Commission Regulations 935 CMR 500.00 governing Adult Use Marijuana.
- b. "Medical Marijuana Dispensary" - an entity registered by the Department of Public Health or the Cannabis Control Commission that acquires, cultivates, possesses, processes, transfers, transports, sells, distributes, dispenses, or administers medical use marijuana, products containing medical use marijuana, related supplies, or educational materials to registered qualifying patients or their personal caregivers.

### **§59-2 Number of Recreational Marijuana Retailers**

Pursuant to MGL c.94G, §3(a)(2), the number of recreational Marijuana Retailers shall be limited to one (1) establishment in Brewster which is fewer than 20 per cent of the number of licenses issued within the Town for the retail sale of alcoholic beverages not to be drunk on the premises where sold under MGL c.138 §15 (package store licenses). Any Medical Marijuana Dispensary, licensed or registered not later than July 1, 2017 engaged in retail sale of marijuana or marijuana products, shall be exempt from this limitation for purposes of converting from a Medical Marijuana Dispensary to a recreational Marijuana Retailer. Or to take any other action relative thereto.

(Board of Selectmen)

(Majority Vote Required)

**Motion:** Move to approve as printed in the warrant.

**Selectmen John Dickson:**

**I move to approve the motion under Article 4 as printed in the warrant.**

**Action:** Adopted.

## **OTHER BUSINESS**

**ARTICLE NO. 5:** To act upon any other business that may legally come before this meeting; or to take any other action relative thereto.

(Board of Selectmen)

(Majority Vote Required)

**Motion:** Motion to be provided at the Special Town Meeting.

**Selectmen Chairman Peter Norton:**

**I move that the town vote to dissolve the 2018 Special Town Meeting.**

**Action:** Adopted Unanimously.

The Special Town Meeting of March 12<sup>th</sup>, 2018 was dissolved at 7:40pm.

A True Copy Attest:

Colette M. Williams  
CMC/CMMC  
Town Clerk  
Brewster, MA

# MAY 7<sup>TH</sup>, 2018 SPECIAL & ANNUAL TOWN MEETING REPORT

In accordance with the Warrant, the Annual & Special Town Meetings were held in the Stony Brook Elementary School Cafetorium on Monday, May 7<sup>th</sup>, 2018.

The tellers were Pamela Smith, Cynthia Mathison, Lauren Elliott-Grunes, David Quinn, Edward Swiniarski, Robert Harris, Jayanne Sci, Assistant Town Clerk and Thaddeus Nabywaniec, Francis L. Smith, Board of Registrars.

A quorum was present with 510 of 7,880 voters. 6%

The **Annual Town Meeting** was called to order at 7:03 pm by the Moderator, Charles L. Sumner.

At this time the Town Moderator took a moment to show appreciation for the First Responders for the Town of Brewster and held a moment of silence for Sgt. Sean Gannon of the Yarmouth Police Department.

The Annual Town Meeting was adjourned at 7:18pm for the start of the Special Town Meeting.

The **Special Town Meeting** of May 7<sup>th</sup>, 2018 was called to order at 7:18pm.

The Moderator verified service of the Warrant with the Town Constable, Roland Bassett, Jr. on April 11, 2018, being no objections the Moderator dispensed with the reading of the Articles.

## UNPAID BILLS

**ARTICLE NO. 1:** To see what sums the Town will vote to appropriate, and also to raise, borrow pursuant to an applicable statute or transfer from available funds for the payment, pursuant to Chapter 44 Section 64 of the Massachusetts General Laws, of unpaid bills from previous fiscal years, including any bills now on overdraft, or to take any other action relative thereto.

(Board of Selectmen)

(Nine-tenth Vote Required)

**Motion:** Move that **Eight Hundred Sixty Four Dollars and Forty Four Cents (\$864.44)** be transferred from Free Cash to pay the Golf Department unpaid bills from prior fiscal years:

	<i>Department</i>	<i>Vendor</i>	<i>Amount</i>
a.	Golf	The Chas. C. Hart Seed Co.	\$864.44
	<b>Total All Funds</b>		<b>\$864.44</b>

**Select Board Chair Peter Norton:**

**I move to approve the motion under Article No. 1 as printed in the warrant.**

**Vote: Voice. Approved Unanimously.**

## BUDGETARY TRANSFERS

**ARTICLE NO. 2:** To see what sums the Town will vote to transfer into various line items of the Fiscal Year 2018 General Fund operating budget from other line items of said budget and from other available funds, or to take any other action relative thereto.

(Board of Selectmen)

(Majority Vote Required)

**Motion:** Move that the amounts listed below be transferred between the various Fiscal Year 2018 funds, accounts, and expenditures as follows:

	<i>FROM</i>	<i>TO</i>	<i>AMOUNT</i>
a	Water Reserve Fund – Undesignated Fund Balance	Water, Capital	\$500,000
b	General Fund Free Cash	Public Buildings, Expenses	\$11,000
c	Article 3 of the November 14, 2016 Special Town Meeting – Inflatable Rescue Boat	Ambulance Reserve Fund	\$330

**Town Administrator Michael Embury:**

**I move to approve the motion under Article. No. 2 as printed in the warrant.**

**Vote: Voice. Approved Unanimously.**

### **RESCIND DEBT AUTHORIZATION**

**ARTICLE NO. 3:** To see what action the Town will take to rescind unused borrowing authority authorized by previous town meetings, or to take any other action relative thereto.

(Board of Selectmen)

(Majority Vote Required)

**Motion:** Move that the unused borrowing authority for the following projects be rescinded:

<i>DEPARTMENT</i>	<i>ITEM</i>	<i>ARTICLE / TOWN MEETING</i>	<i>AMOUNT TO BE RESCINDED</i>
Town Administration/Board of Selectmen	Private Road Betterment/Tower Hill Circle	Article 20 of the May 4, 2015 Annual Town Meeting	\$146,133
Town Administration/Board of Selectmen	Private Road Betterment/Moss Lane, Commons Way & Magnet Way	Article 19 of the May 4, 2015 Annual Town Meeting	\$38,537
Water Department	SCADA Replacement Project	Article 10 of the May 1, 2017 Annual Town Meeting	\$500,000

**Select Board Member James Foley:**

**I move to approve the motion under Article No. 3 as printed in the warrant.**

**Vote: Voice. Approved Unanimously.**

### **COMMUNITY PRESERVATION ACT/Reallocation of Fund Balance and Budgetary Transfers**

**ARTICLE NO. 4:** To see what sums the Town will vote to transfer to the Community Preservation Fund reserved and unreserved fund balances from the unspent remainder of projects approved in prior fiscal years so that such sums are available for future appropriation or transfer from available funds in the Community Preservation Fund for particular community preservation purposes, or to take any other action relative thereto.

(Community Preservation Committee)

(Majority Vote Required)

**Motion:** Move that the Community Preservation Act amounts listed below be transferred or appropriated, in the amounts and for the purposes specified, as follows:

<i>Item #</i>	<i>From:</i>	<i>To:</i>	<i>Amount</i>
1	Article 31 of the May 1, 2000 Annual Town Meeting – Open Space Land Acquisition	Reserve Fund Balance – Open Space	\$9,000



2	Article 6 of the May 2, 2016 Special Town Meeting – Babe Ruth Baseball field rehabilitation	Reserve Fund For Community Preservation Purposes – Community Preservation	\$7,500
3	Reserve Fund For Community Preservation Purposes – Community Preservation	Recreation Department – ADA improvements at the athletic fields at Freeman's Way, Town Hall, and Gage's Field, including all incidental and related costs	\$150,000
<b>Total</b>			<b>\$166,500</b>

Further, to sunset professional services authorization(s) at the close of the fiscal year and transfer any unused balance to their respective fund balance(s);

And further, any revenues received in excess of the estimated receipts are transferred to their respective reserve fund balance(s) for future appropriation using the allocation formula of 50% Open Space, 10% Housing, and 10% Historical Preservation and 30% for Community Preservation Reserve.

**Paul Ruchinskas, CPC Chair:**

**I move to approve the motion under Article No. 4 as printed in the warrant.**

**Vote: Voice. Approved Unanimously.**

#### **IAFF COLLECTIVE BARGAINING AGREEMENT**

**ARTICLE NO. 5:** To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to be used to meet the terms and conditions of the first fiscal year of the Collective Bargaining Agreement, effective July 1, 2017, between the Town of Brewster and the International Association of Firefighters, Local 3763, or to take any other action relative thereto.

(Board of Selectmen)

(Majority Vote Required)

**Motion:** Move that **Sixty Six Thousand Five Hundred Eighty Dollars (\$66,580)** be transferred from Fiscal Year 2018 General Fund Contractual Obligations budget to the Fire Department budget to fund the cost items for Fiscal Year 2018 in a collective bargaining contract between the Town of Brewster (represented by the Board of Selectmen) and the Fire Union employees (represented by the International Association of Firefighters, Local 3763) in accordance with Chapter 150E of the Massachusetts General Laws, and to amend the Town's classification, compensation plan and Fiscal year 2018 Fire Operating Budget accordingly to reflect such contract.

**Select Board Member Cynthia Bingham:**

**I move to approve the motion under Article No. 5 as printed in the warrant.**

**Vote: Voice. Approved Unanimously.**

#### **PRIVATE ROAD ENGINEERING SERVICES/North Pond Drive**

**ARTICLE NO. 6:** To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow a sum of money pursuant to GL c. 40, §§7 and 8, Chapter 297 of the Acts of 2002, Chapter 373 of the Acts of 2006 and , and/or any other enabling authority, said sum to be spent by the Town Administrator with the approval of the Board of Selectmen, to finance costs associated with engineering services and costs incidental or related thereto, for repairs to the private road known North Pond Drive, which costs shall be assessed by the Board of Selectmen as a betterment under General Laws Chapter 80, Section 1 on each parcel within the area benefiting from the improvement, all in compliance the Brewster Town Code, Chapter 157, Article VIII, Section 157-20, or to take any other action related thereto.

(Board of Selectmen)

(Majority Vote Required)

**Motion:** Move that **Seven Thousand Five Hundred Dollars (\$7,500)** be transferred from the Betterments Reserve to finance costs associated with engineering services and costs incidental or related thereto, for repairs to the private way known as North Pond Drive and costs incidental or related thereto, said sum to be spent by the Town Administrator with the approval of the Board of

Selectmen, which costs shall be assessed by the Board of Selectmen as a betterment under General Laws Chapter 80, Section 1 on each parcel within the area benefiting from the improvement, all in compliance the Brewster Town Code, Chapter 157, Article VIII, Section 157-20.

**Select Board Member James Foley:**

**I move to approve the motion under Article No. 6 as printed in the warrant.**

**Vote: Voice. Approved Unanimously.**

**BREWSTER AFFORDABLE HOUSING TRUST FUND**

**ARTICLE NO. 7:** To see if the Town will vote to accept the provisions of General Laws Chapter 44, Section 55C, and to establish a trust to be known as the Brewster Affordable Housing Trust Fund, whose purpose shall be to provide for the creation and preservation of affordable housing in the Town of Brewster for the benefit of low and moderate income households and for the funding of community housing, as defined and in accordance with the provisions of General Laws Chapter 44B, and, in implementation thereof, to amend the Brewster Code of By-Laws, Part 1, by adding a General Bylaw Chapter 18 for these purposes, including the establishment of a Board of Trustees to govern said trust; or act on anything relative thereto.

**CHAPTER 18 – BREWSTER AFFORDABLE HOUSING TRUST FUND**

**§18-1 Name of the Trust**

The Trust shall be called the "Brewster Affordable Housing Trust", herein referred to as the "Trust".

**§18-2 Purpose**

The purpose of the Trust shall be to provide for the preservation and creation of affordable housing in the Town of Brewster for the benefit of low and moderate income households and for the funding of community housing as defined in and in accordance with the provisions of Massachusetts General Laws, Chapter 44B ("Chapter 44B"). The Trust shall use such property, both real and personal, and shall dispense such funds in such manner as the Board of Trustees shall deem most appropriate to carry out such purpose consistent with the policies adopted from time to time by the Board of Selectmen regarding affordable housing. The Trust shall be governed by a Board of Trustees in accordance with General Laws Chapter 44, Section 55C ("Section 55C"), as revised from time to time, and the authority granted by Town Meeting.

**§18-3 Board of Trustees**

There shall be a seven-member Board of Trustees (the "Board") appointed by the Board of Selectmen from amongst the residents of the Town. The members of the Board shall be comprised of as follows:

- one (1) member of the Board of Selectmen;
- one (1) member of the Brewster Housing Partnership;
- one (1) member of the Community Preservation Committee;
- one (1) member of the Planning Board;
- two (2) residents at large, and; The Town Administrator or the Administrator's designee.

Trustees appointed as representatives of boards or committees shall serve for terms of two years or until they no longer serve on such board or committee, whichever is shorter. The at-large Trustees shall serve for terms of two years. The Town Administrator shall serve by virtue of the office. To the extent possible, the Board of Selectmen shall appoint as Trustees individuals with background or interest in affordable housing, and specifically those with financial, legal or development expertise, or experience and perspective on housing preservation. Any Trustee who ceases to be a resident of the Town of Brewster shall vacate the office. Any Trustee may resign by filing with the Town Clerk written notice thereof.

Any vacancy in the office of Trustee shall be filled by appointment of the Board of Selectmen, notice of which shall be filed with the Town Clerk. The title to the Trust estate shall thereupon and without the necessity of any conveyance be vested in such succeeding Trustee jointly with the remaining Trustees.

Trustees may be removed by the Board of Selectmen at any time for cause following the opportunity for a hearing. For purposes of this bylaw, the term "cause" shall include, but not be limited to, violation of any local, state, or federal law; incapacity to perform the duties of a Trustee; and acts of a Trustee, that in the opinion of the Board of Selectmen, are negligent or detrimental to the Town of Brewster or the Trust; and four (4) consecutive absences from Board of Trustees meetings. Reference to the Trustee shall mean the Trustee or Trustees for the time being hereunder.

The Trustees shall annually elect a Trustee to serve as Chair. The Chair may establish sub-committees and/or ad hoc task-related committees to carry out the purposes of the Trust. Chairs of the sub-committees may be selected by the members of the sub-committees.

#### **§18-4 Meetings of the Trust**

The Board shall meet at least quarterly in the Town of Brewster at such time and at such place as the Trustees shall determine. Special meetings may be called by the Chair or by a majority of Trustees. Notice of all meetings of the Trust shall be given in accordance with the provisions of the Open Meeting Law, General Laws Chapter 30A, Sections 18-25. While a majority of the full Board of Trustees shall constitute a quorum for the transaction of any business of the Board of Trustees, less than a quorum may, subject to the requirements of the Open Meeting Law, continue a meeting to a time, date and place certain.

#### **§18-5 Powers of the Board**

The powers and duties of the Board shall include the following, all of which shall be carried on in furtherance of the purposes and in compliance with the terms set forth in Section 55C of Chapter 44 of the General Laws:

- A. To accept and receive real property, personal property or money, by gift, grant, contribution, devise or transfer from any person, firm, corporation or other public or private entity, including but not limited to money, grants of funds or other property tendered to the Trust in connection with any by-law or any general or special law or any other source, including money appropriated pursuant to the Community Preservation Act, Chapter 44B of the Massachusetts General Laws; provided, however, that any Community Preservation Act monies received shall be used exclusively for community housing and shall remain subject to all the rules, regulations and limitations of that chapter when expended by the Trust, and such funds shall be accounted for separately by the Trust; and provided further, that no later than July 15 of any calendar year, the Trust shall ensure that all expenditures of funds received from said Chapter 44B are reported to the Community Preservation Committee for inclusion in the year end reporting to the Massachusetts Department of Revenue;
- B. To purchase and retain real or personal property, including, without restriction, investments that yield a high rate of income or no income; provided that any expenditure of funds in excess of Fifty Thousand Dollars (\$50,000) to purchase real or personal property shall first be approved by the Board of Selectmen;
- C. To sell, lease, exchange, transfer or convey any personal, mixed, or real property at public auction or by private contract for such consideration and on such terms as to credit or otherwise, and to make such contracts and enter into such undertaking relative to Trust property as the Board deems advisable notwithstanding the length of any such lease or contract; provided that any sale, lease, exchange, transfer or conveyance of any property having a value in excess of Fifty Thousand Dollars (\$50,000) shall first be approved by the Board of Selectmen;
- D. To execute, acknowledge and deliver deeds, assignments, transfers, pledges, leases, covenants, contracts, promissory notes, releases, grant agreements and other instruments sealed or unsealed, necessary, proper or incident to any transaction in which the Board engages for the accomplishment of the purposes of the Trust;
- E. To employ advisors and agents, such as accountants, appraisers and lawyers as the Board deems necessary;
- F. To pay reasonable compensation and expenses to all advisors and agents and to apportion such compensation between income and principal as the Board deems advisable;
- G. To apportion receipts and charges between incomes and principal as the Board deems advisable, to amortize premiums and establish sinking funds for such purpose, and to create reserves for depreciation depletion or otherwise;

- H. To participate in any reorganization, recapitalization, merger or similar transactions; and to give proxies or powers of attorney with or without power of substitution to vote any securities or certificates of interest; and to consent to any contract, lease, mortgage, purchase or sale of property, by or between any corporation and any other corporation or person;
- I. To deposit any security with any protective reorganization committee, and to delegate to such committee such powers and authority with relation thereto as the Board may deem proper and to pay, out of Trust property, such portion of expenses and compensation of such committee as the Board may deem necessary and appropriate;
- J. To carry property for accounting purposes other than acquisition date values;
- K. To borrow money on such terms and conditions and from such sources as the Board deems advisable, to mortgage and pledge trust assets as collateral, provided that any borrowing of funds in excess of Fifty Thousand Dollars (\$50,000) shall first be approved by the Board of Selectmen;
- L. To make distributions or divisions of principal in kind;
- M. To comprise, attribute, defend, enforce, release, settle or otherwise adjust claims in favor or against the Trust, including claims for taxes, and to accept any property, either in total or partial satisfaction of any indebtedness or other obligation, and subject to the provisions of Section 55C, to continue to hold the same for such period of time as the Board may deem appropriate;
- N. To manage or improve real property; and to abandon any property which the Board determined not to be worth retaining;
- O. To hold all or part of the Trust property uninvested for such purposes and for such time as the Board may deem appropriate; and
- P. To extend the time for payment of any obligation to the Trust;
- Q. To issue policy goals and statements to serve as guidelines for the Trust;
- R. To provide funds for the benefit of low and moderate income households to assist in the acquisition, creation, preservation, rehabilitation and support of housing affordable for such families; and
- S. To exercise such additional powers, if any, as may be set forth in G.L. c. 44, §55C, as it may be amended from time to time

#### **§18-6 Acts of Trustees**

Except as otherwise provided, any action of the Board of Trustees shall be approved by a majority of those present and voting at a duly called meeting provided that a quorum is present, and any and all instruments executed by such majority shall be binding upon the Trust, and shall be conclusive evidence that such action has been duly authorized. The Trustees may, by instrument executed by all the Trustees, delegate to any attorney, agent or employee such other powers and duties as they deem advisable, including power to execute and deliver instruments as fully as the Trustees might themselves and to sign and endorse checks for the account of the Trustees of the Trust. The Trustees shall not delegate the authority to amend or terminate the Trust and no such delegation shall be effective. No Trustee shall be required to give bond. No license of court shall be required to confirm the validity of any transaction entered into by the Trustees with respect to the Trust estate. No one dealing with the Trustees need inquire concerning the validity of any act of the Trustees or see to the application of anything paid to or upon the order of the Trustees. No Trustee shall be liable for the act, negligence or default of any other Trustee or any employee, agent, or representative of the Trustees selected with reasonable care, nor for errors in judgment, nor mistakes of law or fact made in good faith nor in reliance in good faith on advice of counsel nor for other acts or omissions in good faith.

In exercising these powers, the Trustees shall recognize the role of the Board of Selectmen or its' designee as the principal procurement officer under G.L. c.30B, including the bidding and awarding of all contracts. Where an act of the Trustees requires prior written notice to the Board of Selectmen, notice shall be deemed given when addressed to the Board of Selectmen.

#### **§18-7 Status of Trust and Board of Trustees**

The Trust is a public employer and the members of the Board are public employees for purposes of General Laws Chapter 258. The Trust shall be deemed a municipal agency and the members of the Board of Trustees special municipal employees for purposes of General Laws Chapter 268A,

the Conflict of Interest Law. The Trust is a governmental body for purposes of Massachusetts General Laws Chapter 30A, Sections 18-25, the Open Meeting Law. The Trust is also a board of the Town for purposes of General Laws Chapter 30B, the Uniform Procurement Act, and General Laws Chapter 40, Section 15, provided, however, that agreements and conveyances between the Trust and agencies, boards, commissions, authorities, departments and public instrumentalities of the Town shall be exempt from said Chapter 30B. Notwithstanding the foregoing, neither the Trustees nor any agent or officer of the Trust shall have the authority to bind the Town.

#### **§18-8 Custodian of Funds**

The Town Treasurer shall be the custodian of the Trust's funds and shall maintain separate accounts and records for said funds. The Treasurer shall invest the Trust's funds in the manner authorized by G.L. c. 44, §55B. Any income or proceeds received from the investment of unrestricted funds shall be credited to and become part of the Trust. The yearly approved budget, and any approved budget revisions, will be filed with the Town Treasurer. As custodian, the Treasurer shall issue checks or transfer monies as directed by the Trustees and approved by the Board of Selectmen. In addition to the requirements of G.L. c. 44, § 55C, the Trust shall comply with all requirements, if any, of all the funds deposited into the Trust, and shall ensure that restricted funds, and any interest thereon, are appropriately segregated and reported. The books and records of the Trust shall be audited annually by an independent auditor in accordance with accepted accounting practices. Cost associated with the independent audit shall be borne by the Trust. Upon receipt of the audit by the Board of Trustees, a copy shall be provided forthwith to the Board of Selectmen.

#### **§18-9 Funds paid to the Trust**

Notwithstanding any general or special law to the contrary, all moneys paid to the Trust in accordance with any zoning by-law, exaction fee, or private contribution shall be paid directly into the Trust and need not be appropriated or accepted and approved into the Trust. General revenues appropriated into the Trust become Trust property and these funds need not be further appropriated to be expended. All moneys remaining in the Trust at the end of any fiscal year, whether or not expended by the Board within one year of the date they were appropriated into the Trust, remain Trust property.

#### **§18-10 Taxes**

The Trust is exempt from General Laws Chapters 59 and 62, and from any other provisions concerning payment of taxes based upon or measured by property or income imposed by the Commonwealth or any subdivision thereto.

#### **§18-11 Duration of the Trust**

This Trust shall continue until terminated by a vote of the Brewster Town Meeting. Upon termination of the Trust, subject to the payment of or making provisions for the payment of all obligations and liabilities of the Trust and the Trustees, the net assets of the Trust shall be transferred to the Town and held by the Board of Selectmen for affordable housing purposes except that any net funds generated pursuant to G.L. c. 44B which shall be returned to the CPA Fund for community housing. In making any such distribution, the Trustees shall, subject to the approval of the Board of Selectmen, sell all or any portion of the Trust property and distribute the net proceeds thereof or they may distribute any of the assets in kind to the Board of Selectmen. The powers of the Trustees shall continue until the affairs of the Trust are concluded.

#### **§18-12 Compensation of Trustees**

Trustees shall not receive a salary, stipend, bonus or other means of compensation for their service as a Trustee, nor shall they be eligible for any benefits from the Town of Brewster. Trustees may be compensated for reasonable out-of-pocket expenses for travel and other Trust-related expenses. All such out-of-pocket expenses shall be fully documented with receipts for expenses prior to payment by the Trust.

#### **§18-13 Annual Report**

The Trustees shall prepare an annual report describing the activities of the Trust on a calendar year basis. The annual report shall be submitted to the Brewster Board of Selectmen by December 31<sup>st</sup> of each year and will be included in the Town's Annual Report. The annual report shall list all financial transactions conducted by the Trust including all revenues and costs, provide a balance sheet of liabilities and assets of the Trust, list an inventory of all affordable housing units created, sold, and/or managed by the Trust, and any other pertinent information related to the business of the Trust.

**§18-14 Recording; Amendments**

The Trustees are hereby authorized to execute a Declaration of Trust and Certificate of Trust for the Trust, to be recorded with the Barnstable Registry of Deeds and the Barnstable Registry District of the Land Court, as applicable. The Declaration of Trust may be amended from time to time except as to those provisions specifically required under G.L. c.44, §55C and/or this bylaw, by an instrument in writing signed by a majority of the Trustees and approved at a meeting called for that purpose, and approved by the Board of Selectmen

**§18-15 Titles**

The titles to the various Sections herein are for convenience only and are not to be considered part of said Sections nor shall they affect the meaning or the language of any such Section.

Or to take any other action relative thereto.

(Board of Selectmen)

(Majority Vote Required)

**Motion:** Move to approve as printed in the warrant.

**Select Board Member Cynthia Bingham:**

**I move to approve the motion under Article No. 7 as printed in the warrant.**

**Vote: Voice. Approved.**

**MILLSTONE ROAD/Community Housing**

**ARTICLE NO. 8:** To see if the Town will vote to transfer from the tax custodian for tax title purposes to the Board of Selectmen for community housing purposes and for the purpose of conveyance, the care, custody and control of a parcel of land located off Millstone Road, identified by Assessors as Parcel 98-12, and containing 15.03 acres, more or less; and to authorize the Board of Selectmen to take said parcel by eminent domain if necessary or convenient for community housing purposes and for the purpose of clearing the Town's title thereto; and, further, to authorize the Board of Selectmen to convey, or to lease for up to 99 years, all or portions of said parcel for community housing purposes on such terms and conditions, and for such consideration, which may be nominal consideration, as the Selectmen deems appropriate and to accept, on behalf of the Town, an affordable housing restriction on said parcel; or take any other action relative thereto.

(Board of Selectmen)

(Majority Vote Required)

**Motion:** Move to approve as printed in the warrant.

**Select Board Member David Whitney:**

**I move to approve the motion under Article No. 8 as printed in the warrant.**

**Vote: Voice. Approved.**

**OTHER BUSINESS**

**ARTICLE NO. 9:** To act upon any other business that may legally come before this meeting; or take any other action related thereto.

(Board of Selectmen)

(Majority Vote Required)

**Motion:** Motion to be provided at the Special Town Meeting.

**Select Board Chairman Peter Norton:**

**I move that the town vote to dissolve the 2018 Special Town Meeting.**

**Vote: Voice. Approved.**

The **Special Town Meeting** of May 7<sup>th</sup>, 2018 was dissolved at 8:02pm.

The **Annual Town Meeting** was reconvened and called to order at 8:02pm.

The Moderator verified service of the Warrant with the Town Constable, Roland Bassett, Jr. on April 11, 2018, being no objections the Moderator dispensed with the reading of the Articles.

Senator Julian Cyr and Representative Timothy Whelan presented Select Board Chair Peter Norton with a Proclamation for his many years of Public Service to his constituents.

***Consent Calendar***

**Select Board Chair Peter Norton:**

I move to approve the motions under the following articles as printed in the warrant:

- Article No. 4 – Assessment Formula for Nauset Regional Schools
- Article No. 11 – Revolving Funds
- Article No. 12 – Special Revenue Fund/Cable Franchise Fee Account
- Article No. 13 – Skipping Program/Funding Request
- Article No. 14 – Acceptance of Grants and Gifts
- Article No. 15 – Repair and Resurface Town Roads/Chapter 90

**Vote:** Voice. Approved.

**CAPE COD REGIONAL TECHNICAL HIGH SCHOOL OPERATING BUDGET**

**ARTICLE NO. 1:** To see what sums the Town will vote to appropriate, and also to raise or transfer from available funds to defray Cape Cod Regional Technical High School charges and expenses for the Fiscal Year ending June 30, 2019, or to take any other action relative thereto.

(Cape Cod Technical School Committee)

(Majority Vote Required)

**Motion:** Move that **Eight Hundred Forty Five Thousand Four Hundred Fifty Eight Dollars (\$845,458)** be raised and appropriated from the Fiscal Year 2019 tax levy and other general fund revenues of the Town, for the Cape Cod Regional Technical High School Principal to expend with the approval of the School Committee, for Fiscal Year ending June 30, 2019.

<u>DEPARTMENT</u>	<u>EXPENDED FY2017</u>	<u>APPROPRIATED FY2018</u>	<u>REQUESTED FY2019</u>
CAPE COD TECH ASSESSMENT	<u>\$828,976</u>	<u>\$831,711</u>	<u>\$845,458</u>
TOTAL ASSESSMENT	<u>\$828,976</u>	<u>\$831,711</u>	<u>\$845,458</u>

**Richard Hoffmann, School Committee Member:**

I move to approve the motion under Article No. 1 as printed in the warrant.

**Vote:** Voice. Approved Unanimously.

**ELEMENTARY SCHOOLS OPERATING BUDGET**

**ARTICLE NO. 2** To see what sums the Town will vote to raise and appropriate and/or transfer from available funds to defray the Elementary Schools' charges and expenses, for the Fiscal Year ending June 30, 2019, or to take any other action relative thereto.

(Elementary School Committee)

(Majority Vote Required)

**Motion:** Move that **Nine Million Seven Hundred Forty Eight Thousand Five Hundred Forty Six Dollars (\$9,748,546)** be raised and appropriated from the Fiscal Year 2019 tax levy and other general fund revenues of the Town, for the Brewster Elementary School Principals to expend with the approval of the School Committee, for Fiscal Year ending June 30, 2019

<u>DEPARTMENT</u>	<u>EXPENDED FY2017</u>	<u>APPROPRIATED FY2018</u>	<u>REQUESTED FY2019</u>
ELEMENTARY SCHOOL BUDGET	<u>\$7,245,978</u>	<u>\$7,424,252</u>	<u>\$7,645,987</u>

SCHOOL FRINGE BENEFITS	(Previously in Town Operating Budget)	<u>\$2,086,525</u>	<u>\$2,102,559</u>
TOTAL ASSESSMENT:	<u>\$7,245,978</u>	<u>\$9,510,777</u>	<u>\$9,748,546</u>

**David Telman, School Committee Member:**

**I move to approve the motion under Article No. 2 as printed in the warrant.**

**Vote: Voice. Approved Unanimously.**

#### **NAUSET REGIONAL SCHOOLS OPERATING BUDGET**

**ARTICLE NO. 3:** To see what sums the Town will vote to raise and appropriate and/or transfer from available funds to defray the Nauset Regional School District charges and expenses for the Fiscal Year ending June 30, 2019, or to take any other action relative thereto.

(Nauset Regional School Committee)

(Majority Vote Required)

**Motion:** Move that **Ten Million Three Hundred Ninety Seven Thousand Six Hundred Ninety Six Dollars (\$10,397,696)** be raised and appropriated from the Fiscal Year 2019 tax levy and other general revenues of the Town, for the Nauset Regional School District to expend with the approval of the Nauset Regional School District Committee, for the Fiscal Year ending June 30, 2019.

<u>DEPARTMENT</u>	<u>EXPENDED FY2017</u>	<u>APPROPRIATED FY2018</u>	<u>REQUESTED FY2019</u>
NAUSET ASSESSMENT	<u>\$9,567,678</u>	<u>\$9,953,157</u>	<u>\$10,397,696</u>
NAUSET DEBT ASSESSMENT	<u>\$117,277</u>	<u>Now Shown in Town Operating Budget</u>	<u>Now Shown in Town Operating Budget, Article 5</u>
TOTAL ASSESSMENT:	<u>\$9,684,955</u>	<u>\$9,953,157</u>	<u>\$10,397,696</u>

**John O'Reilly, School Committee Member:**

**I move to approve the motion under Article No. 3 as printed in the warrant.**

**Vote: Voice. Approved Unanimously.**

#### **ASSESSMENT FORMULA FOR NAUSET REGIONAL SCHOOLS**

**ARTICLE NO. 4:** To see if the Town will vote to accept the provisions of Massachusetts General Laws, Chapter 71, Section 16B, which would allocate the sum of the member towns' contributions to the Nauset Regional School District in Fiscal Year 2020 in accordance with the Regional Agreement rather than the Education Reform Formula, so-called, or to take any other action relative thereto.

(Nauset Regional School Committee)

(Majority Vote Required)

**Motion:** Move to approve as printed in the Warrant

**Vote: Approved under the Consent Calendar.**

#### **TOWN OPERATING BUDGET**

**ARTICLE NO. 5** To see what sums the Town will vote to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute, for the purposes of supporting the offices, departments, boards and commissions of the Town of Brewster for Fiscal Year 2019, including authorization for lease purchases of up to five years or to take any other action relative thereto.

(Board of Selectmen)

Motion 1 (Majority Vote Required)  
Motion 2 (Two-Thirds Vote Required)



**Motion 1:** Move that the following Fiscal Year 2019 operating budget is established for the various offices, boards, and commissions of the Town as follows:

	EXPENDED	APPROPRIATED	REQUESTED
<u>DEPARTMENT</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>FY 2019</u>
<b><u>GENERAL GOVERNMENT</u></b>			
Finance Committee	\$ 77,833	\$105,700	\$104,700
Finance & Operations	\$ 792,126	\$865,649	\$926,661
Legal	\$ 148,645	\$165,600	\$165,640
Moderator	\$ 300	\$300	\$300
Planning	\$ 140,189	\$165,527	\$162,616
Selectman & Town Administration	\$ 424,374	\$435,275	\$468,557
Town Clerk	\$ 172,364	\$171,927	\$185,365
<b><u>SUBTOTAL GENERAL GOVERNMENT</u></b>	<b>\$1,755,831</b>	<b>\$1,909,978</b>	<b>\$2,013,839</b>
<b><u>SAFETY &amp; PROTECTION</u></b>			
Building Inspections	\$ 373,378	\$381,010	\$409,020
Fire Department	\$1,993,312	\$1,741,711	\$1,989,696
Health Department	\$ 224,956	\$226,109	\$244,176
Natural Resources	\$ 304,096	\$309,146	\$446,015
Police Department	\$2,521,891	\$2,546,098	\$2,666,710
<b><u>SUBTOTAL SAFETY &amp; PROTECTION</u></b>	<b>\$5,417,633</b>	<b>\$5,204,402</b>	<b>\$5,755,617</b>
<b><u>MAINTENANCE</u></b>			
Public Buildings	\$ 134,294	\$161,416	\$159,770
Public Works	\$1,497,317	\$1,652,140	\$1,941,296
Snow & Ice Removal	\$ 243,120	\$154,775	\$154,775
Utilities	\$ 434,679	\$438,560	\$461,988
<b><u>SUBTOTAL MAINTENANCE</u></b>	<b>\$2,309,410</b>	<b>\$2,406,891</b>	<b>\$2,717,829</b>
	EXPENDED	APPROPRIATED	REQUESTED
<u>DEPARTMENT</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>FY 2019</u>
<b><u>HUMAN SERVICES</u></b>			
Council on Aging	\$ 246,196	\$254,332	\$316,473
Veteran's Services	\$ 69,999	\$65,100	\$78,170
<b><u>SUBTOTAL HUMAN SERVICES</u></b>	<b>\$ 316,195</b>	<b>\$319,432</b>	<b>\$394,643</b>
<b><u>CULTURE &amp; RECREATION</u></b>			
Brewster Ladies Library	\$ 553,786	\$606,893	\$643,442
Recreation	\$ 131,594	\$135,647	\$193,652
Millsites	\$ 3,551	\$4,000	\$4,000
<b><u>SUBTOTAL CULTURE &amp; RECREATION</u></b>	<b>\$ 688,931</b>	<b>\$746,540</b>	<b>\$841,094</b>

<b><u>CONTRACTUAL OBLIGATIONS</u></b>			
Town Contractual Obligations	New in FY2018-	\$331,768	\$0
<b><u>SUBTOTAL CONTRACTUAL OBLIGATIONS</u></b>	<b>New in FY2018-</b>	<b>\$331,768</b>	<b>\$0</b>
<b><u>DEBT SERVICE</u></b>			
Principal & Interest	\$3,029,695	\$1,275,888	\$2,194,375
<b><u>SUBTOTAL DEBT SERVICE</u></b>	<b>\$3,029,695</b>	<b>\$1,275,888</b>	<b>\$2,194,375</b>
<b><u>INSURANCE &amp; FRINGE BENEFITS</u></b>			
General Insurance	\$ 421,534	\$530,100	\$513,850
Fringe Benefits Including OPEB	\$4,189,786	\$3,514,174	\$3,796,932
<b><u>SUBTOTAL INSURANCE &amp; FRINGE BENEFITS</u></b>	<b>\$4,611,320</b>	<b>\$4,044,274</b>	<b>\$4,310,782</b>
<b><u>OTHER OPERATING EXPENSE &amp; ASSESSMENTS</u></b>			
Assessments	\$ 47,686	\$47,848	\$50,161
Alewives	\$ 1,817	\$2,000	\$4,350
Stabilization Fund	Added in FY19	Added in FY19	\$759,798
Local Service Funding	\$ 150,619	\$150,460	\$165,840
<b><u>SUBTOTAL OTHER OPERATING EXPENSE &amp; ASSESSMENTS</u></b>	<b>\$ 200,122</b>	<b>\$200,308</b>	<b>\$980,149</b>
<b><u>GRAND TOTAL OF GENERAL FUND OPERATING BUDGETS</u></b>	<b>\$18,329,138</b>	<b>\$16,439,481</b>	<b>\$19,208,328</b>

And to meet these appropriations, that the sum of **Nineteen Million Two Hundred Eight Thousand Three Hundred Twenty Eight Dollars (\$19,208,328)** be raised and appropriated from the Fiscal Year 2019 tax levy and other general revenues of the Town.

**Motion 2:** Further moved that the Town Administrator shall be authorized to solicit, accept, and enter into tax-exempt lease purchase agreements in excess of three years and not to exceed five years for capital purposes to be funded through the annual operating budget under Motion 1 of this Article, and further, that the appropriations authorized under said Motion 1 shall constitute approval of the first year of any such lease purchase agreement.

**Motion 1; Select Board Member John Dickson:**

I move Article No. 5, Motion 1, as printed in the warrant with the following amendment; the amount appropriated for FY19 Stabilization Fund be amended from \$759,798 to \$275,000, and the subtotal of Other Operating Expenses and Assessments be amended from \$980,149 to \$495,351, and further that the Grand Total of general Fund Operating Budgets be revised accordingly to \$18,723,530.

**Vote:** Voice. Approved Unanimously.

**Motion 2; Select Board Member John Dickson:**

I move to approve motion 2 under Article No. 5 as printed in the warrant.

**Vote:** Voice. Approved Unanimously.

## **AMBULANCE RESERVE FUND**

**ARTICLE NO. 6:** To see what sum the Town will vote to appropriate from the Ambulance Receipts Reserved for Appropriation Special Revenue Fund, in accordance with G.L. c.40, §5F, for the purpose of offsetting costs associated with ambulance services including, but not limited to acquiring professional services and equipment, personnel, and maintaining facilities and operations; all expenditures to be made by the Fire Department, subject to the approval of the Town Administrator, or to take any other action relative thereto.

(Board of Selectmen)

(Majority Vote Required)

**Motion:** Move that **Eight Hundred Twenty Seven Thousand Six Hundred Forty Dollars (\$827,640)** be appropriated from the Ambulance Receipts Reserved for Appropriation Special Revenue Fund, in accordance with G.L. c.40, §5F, for the purpose of offsetting costs for Fiscal Year 2019 associated with ambulance services including, but not limited to acquiring professional services and equipment, personnel and maintaining facilities and operations, all expenditures to be made by the Fire Department subject to the approval of the Town Administrator.

**Select Board Member James Foley:**

**I move to approve the motion under Article No. 6 as printed in the warrant.**

**Vote: Voice. Approved Unanimously.**

## **GOLF DEPARTMENT RESERVE FUND**

**ARTICLE NO. 7:** To see what sum the Town will vote to appropriate from the Golf Fund, in accordance with G.L. c.40, §5F, for the purpose of offsetting costs associated with golf department related expenses including, but not limited to acquiring professional services and equipment, personnel and maintaining facilities and operations; all expenditures to be made by the Golf Department, subject to the approval of the Town Administrator; or to take any other action relative thereto.

(Board of Selectmen)

(Majority Vote Required)

**Motion:** Move that **Four Million Thirty Seven Thousand Nine Hundred Twenty Two Dollars (\$4,037,922)** be appropriated from the Golf Fund, in accordance with G.L. c.40, §5F, for the purpose of offsetting costs for Fiscal Year 2019 associated with Golf Course related costs including, but not limited to acquiring professional services and equipment, personnel and maintaining facilities and operations; all expenditures to be made by the Golf Department subject to the approval of the Town Administrator.

**Select Board Member Cynthia Bingham:**

**I move to approve the motion under Article No. 7 as printed in the warrant.**

**Vote: Voice. Approved Unanimously.**

## **WATER DEPARTMENT RESERVE FUND**

**ARTICLE NO. 8:** To see what sum the Town will vote to appropriate from the Water Receipts for Appropriation Special Revenue Fund, per Massachusetts General Laws Chapter 41, Section 69B, for the purpose of offsetting costs associated with Water Department related services including, but not limited to acquiring professional services and equipment, personnel and maintaining facilities and operations; all expenditures to be made by the Water Department, subject to the approval of the Town Administrator, or to take any other action relative thereto.

(Board of Selectmen)

(Majority Vote Required)

**Motion:** Move that **Two Million Six Hundred Eighty Two Thousand Five Hundred Eighty One Dollars (\$2,682,581)** be appropriated from the Water Receipts Reserved for Appropriation Special Revenue Fund, per Massachusetts General Law Chapter 41, Section 69B, for the purpose of offsetting costs for Fiscal Year 2019 associated with Water Department related services including, but not limited to acquiring professional services and equipment, personnel and maintaining facilities and operations; all expenditures to be made by the Water Department subject to the approval of the Town Administrator.

**Select Board Member David Whitney:**

**I move to approve the motion under Article No. 8 as printed in the warrant.**

**Vote: Voice. Approved Unanimously.**

**COMMUNITY PRESERVATION ACT FUNDING**

**ARTICLE NO. 9:** To see if the Town will vote to act on the report of the Community Preservation Committee on the Fiscal Year 2019 Community Preservation Budget and to appropriate or reserve for later appropriation monies from the Community Preservation Fund annual revenues or available funds for the administrative and operating expenses of the Community Preservation Committee, the undertaking of Community Preservation Projects and all other necessary and proper expenses for the year, or to take any other action relative thereto.

(Community Preservation Committee)

(Majority Vote Required)

**Motion:** Move that the following sums be appropriated or reserved for later appropriation from the Community Preservation Fund Fiscal Year 2019 revenues or other available funds for the administrative and operating expenses of the Community Preservation Committee, the undertaking of community preservation projects and all other necessary and proper expenses, for Fiscal Year 2019 community preservation purposes, with each item considered a separate appropriation to be spent by the Community Preservation Committee, all as set forth below:

	<i>Purpose</i>	<i>Item</i>	<i>Funding Source(s)</i>	<i>Amount</i>
<b>1</b>	<b>Historic Preservation</b>			
	a. Brewster Historical Society	Professional services and costs associated with the rehabilitation of the Cobb House outbuilding	\$110,120 from Fiscal Year 2019 Community Preservation Fund Fiscal Year Estimated Annual Revenues	\$140,000.00
<b>Sub-total</b>				<b>\$140,000.00</b>
<b>2</b>	<b>Community Housing</b>			
	a. Brewster Housing Authority	Professional services and costs associated with the upgrade, repairs, and replacement of Huckleberry Lane Roofs	\$59,120 from Fiscal Year 2019 Community Preservation Fund Estimated Annual Revenues and \$70,880 from the Community Housing Reserve	\$130,000.00
	b. Town of Brewster – Town Administration	Payroll and operating costs associated with continuing the Part Time Housing Coordinator position to assist the public with the affordable housing program.	\$36,000 from the Fiscal Year 2019 Community Preservation Fund Estimated Annual Revenues	\$36,000.00
	c. Community Development Partnership – Cape Housing Institute	Professional service costs associated with a training program that equips local elected and appointed officials and residents with the knowledge and skills needed to support the creation of more year round affordable housing	\$15,000 from Fiscal Year 2019 Community Preservation Fund Estimated Annual Revenues	\$15,000.00
<b>Sub-total</b>				<b>\$181,000.00</b>
<b>3</b>	<b>Open Space</b>			
	a. Community Preservation Debt Service	Payment of existing debt principal and interest for the Jolly Whaler, BBJ Property,	\$294,928 from Fiscal Year 2019 Community Preservation Fund	\$294,928.00

		and Bates Property Bonds.	Estimated Annual Revenues	
	b. Designated Reserves for Open Space	Transfer unexpended funds to appropriate reserves in accordance with the Community Preservation Act.	\$55,672 from Fiscal Year 2019 Community Preservation Fund Estimated Annual Revenues	\$255,672.00
	<b>Sub-total</b>			<b>\$550,600.00</b>
<b>4</b>	<b>Reserves for Community Preservation</b>			
	a. Town of Brewster – Recreation Department	Professional services and costs associated with the upgrade, repairs, replacement and construction associated with improving the Recreation Department Tennis Courts	\$35,000 from Fiscal Year 2019 Community Preservation Fund Estimated Annual Revenues	\$35,000.00
	b. Administration Expense	Costs associated with general administration and operating expenses related to carrying out the operations of the Community Preservation Committee	\$55,060 from Fiscal Year 2019 Community Preservation Fund Estimated Annual Revenues	\$55,060.00
	c. Designated Reserves for Community Preservation	Transfer unexpended funds to appropriate reserves in accordance with the Community Preservation Act	\$181,806.90 from the Fiscal Year 2019 Community Preservation Fund Estimated Annual Revenues	\$181,806.90
	<b>Sub-total</b>			<b>\$271,866.90</b>
	<b>Grand Total</b>			
				<b>\$1,143,466.90</b>

For Fiscal Year 2019 Community Preservation purposes, each item is considered a separate appropriation to be spent by the Community Preservation Committee; provided however, that the above expenditures may be conditional on the recording of the appropriate historic preservation restrictions for historic resources, open space restrictions for open space reserves, and housing restrictions for community housing; running in favor of an entity authorized by the Commonwealth to hold such restrictions for such expenditures; meeting the requirements of Massachusetts General Law Chapter 184, Section 12 of the Community Preservation Act;

Further, to sunset the administrative expense authorization at the close of the fiscal year and transfer any unused balance to the fund balance reserved for Community Preservation;

And further, any revenues received in excess of the estimated receipts are transferred to their respective reserve fund balance(s) for future appropriation using the allocation formula of 50% Open Space, 10% Housing, 10% Historical and 30% for Community Preservation Reserve.

**Faythe Ellis, CPC Member:**

**I move to approve the motion under Article No. 9 as printed in the warrant however to amend the funding source for Item 1a, Historic Preservation – Brewster historical Society be amended to include \$29,880.00 from Reserves for Community Historical Preservation; that the funding Source amount for item 3b, Open Space – Designated Reserves for Open Space be amended from \$55,672.00 to \$255, 672.00; that the funding source amount for 4c – Reserve for Community Preservation – Designated Reserves for Community Preservation be amended from \$181,806.90 to \$240,300.00; that the sub-total for item 4, Reserves for Community Preservation, be amended from \$271,866.90 to \$330,360.00, and further that the Grand-total amount be amended from \$1,143,466.90 to \$1,201,960.00.**

**Vote: Voter Cards. Approved.**

## CAPITAL AND SPECIAL PROJECTS EXPENDITURES

**ARTICLE NO. 10:** To see what sums the Town will vote to raise and appropriate, transfer from available funds, or borrow pursuant to Chapter 44 of the General Laws and/or any other enabling authority, for the purposes of capital expenditures for the offices, departments, boards, committees, and commissions of the Town of Brewster, or to take any other action relative thereto.

(Board of Selectmen)

(Two Thirds Vote)

**Motion:** Move that the following amounts be appropriated for the capital outlay expenditures listed, to be expended by the Town Administrator with the approval of the Board of Selectmen, except School expenditures to be made by the School Superintendent with the approval of the School Committee; authorize leases for more than three but not more than five years for those items to be leased, and further that the Town Administrator with the approval of the Board of Selectmen or School Superintendent with the approval of the School Committee for school items, be authorized to sell, convey, trade-in or otherwise dispose of equipment being replaced, all as set forth below:

	<i>Department</i>	<i>Item</i>	<i>Funding Source(s)</i>	<i>Amount</i>
1	Board of Selectmen			
	a. Replace 4 x 4 Truck	Purchase and equipping of one (1) 4 x 4 truck and related equipment	Transfer \$45,000 from Free Cash	\$40,000
	b. Town Hall Generator	Professional services and costs associated with purchasing a new Town Hall Generator and costs associated with retrofitting Town Hall applicable space to accommodate new equipment.	Raise and appropriate \$100,000 and transfer \$100,000 from Free Cash	\$200,000
	c. Council on Aging Roof Structure	Professional services and costs associated with purchase of a walkway roof structure and costs associated with retrofitting Council on Aging space to accommodate new walkway roof structure	Transfer \$10,500 from Free Cash	\$10,500
<b>Sub-total</b>				<b>\$250,500</b>
2	Department of Public Works			
	a. Dump Truck	Purchase and equipping of one (1) Public Works Dump Truck, including but not limited to emergency lights and radios.	Authorize the Treasurer, with the approval of the Board of Selectmen to borrow \$235,000 pursuant to M.G.L. Chapter 44 Section 7, 7(1) or 8 or any other enabling authority, and to issue bonds or notes of the Town therefor; and further, any premium received by the Town upon the sale of any bonds or notes, may be applied to the payment of costs approved by this vote and accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay	\$235,000

			such costs by a like amount.	
	b. Replace/Repair Public Works Building Roof	Professional services and associated costs, including the upgrade, repair, and replacement of the Public Works Building roof.	Authorize the Treasurer, with the approval of the Board of Selectmen to borrow \$250,000 pursuant to M.G.L. Chapter 44 Section 7, 7(1) or 8 or any other enabling authority, and to issue bonds or notes of the Town therefor; and further, any premium received by the Town upon the sale of any bonds or notes, may be applied to the payment of costs approved by this vote and accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.	\$250,000
	c. Turf Machine	Purchase and equipping of one (1) Public Works Turf Machine	Transfer \$15,000 from General Fund Free Cash	\$15,000
	d. Replace Lifts	Professional services and associated costs, including the upgrade, repair, and replacement of the Public Works lifts.	Transfer \$50,000 from Free Cash; and transfer \$10,000 from Article 10 of the May 1, 2017 Annual Town Meeting – Replace 4x4 Truck	\$60,000
	Sub-total			\$560,000
3 Elementary School Department				
	a. Replace Trim	Professional services and costs associated with the upgrade, repairs, and replacement of trim at the Eddy Elementary School	Transfer \$11,000 from Free Cash	\$11,000
	b. Replace Flooring	Professional services and associated costs, including remodel / repair, and maintenance of flooring within the Stony Brook Elementary School	Transfer \$53,000 from Free Cash	\$53,000
	c. HVAC Plumbing, Electrical Maintenance & Repairs	Professional services and costs associated with the upgrade, repairs, and replacement of HVAC Plumbing and Electrical systems (Equipment, Supplies, and related software / hardware) at Eddy and Stony Brook Elementary Schools	Transfer \$15,000 from Free Cash	\$15,000

	d. Technology Upgrades & Improvements	Ongoing information system and equipment improvements including but not limited to the purchase of desktop computers, servers, productivity and office software, backup systems, and other hardware / software at Eddy and Stony Brook Elementary Schools	Transfer \$50,000 from Free Cash	\$50,000
	e. Interior/Exterior Paining	Professional services and costs associated with interior / exterior painting at Eddy and Stony Brook Elementary Schools	Transfer \$25,000 from Free Cash	\$25,000
	<b>Sub-total</b>			<b>\$154,000</b>
4	Nauset Regional School District			
	a. Construction Account	Professional services, including procuring, engineering, permitting, repair and maintenance of buildings, grounds, and equipment within the Nauset Middle School and Nauset High School	Transfer \$241,705 from Free Cash	\$241,705
	<b>Sub-total</b>			<b>\$241,705</b>
5	Police Department			
	a. Portable Radios	Purchase of Police Department Radios, and all associated costs	Transfer \$100,000 from the Telecommunications Revolving Fund	\$100,000
	b. Patrol Vehicle Replacement (3)	Professional services and costs associated with purchasing and equipping three police vehicles	Transfer \$17,028.02 from Article 3 of the November 14, 2106 Special Town Meeting – Police Station Roof Repair; and transfer \$225 from Article 8 of the November 14, 2106 Special Town Meeting – Police Mobile Data Terminals; and transfer \$4,088.15 from the November 14, 2106 Special Town Meeting – Replace Cruisers; and transfer \$5,760 from the May 1, 2017 Annual Town Meeting – Replace Generator; and transfer \$102,898.83 from General Fund Free Cash and	\$130,000
	<b>Sub-total</b>			<b>\$230,000</b>
6	Natural Resources			
	a. Repurpose Fire Station Building	Professional services and costs associated with conducting repairs and maintenance to the old fire station building	Transfer \$25,000 from Article 10 of the May 1, 2017 Annual Town Meeting – Council on Aging Relocation; and	\$85,000



			transfer \$60,000 from General Fund Free Cash	
	b. Long Pond Boat Ramp	Professional services and costs related to engineering, repairs, improvements, and remediation to Long Pond including the boat ramp and parking area	Transfer \$115,000 from Article 10 of the September 2, 2015 Special Town Meeting – Fisherman's Landing; and transfer \$25,000 from Article 10 of the May 1, 2017 Annual Town Meeting – Council on Aging Relocation	\$140,000
	c. Upper Mill Pond	Professional services and costs related to engineering, repairs, improvements, and remediation to Upper Mill Pond	Transfer \$147,370 from Article 10 of the September 2, 2015 Special Town Meeting – Linnell Landing; and transfer \$9,051 from Article 10 of the May 1, 2017 Annual Town Meeting – Aquatic Weed Harvester; and transfer \$1,350 from Article 10 of the September 2, 2015 Special Town Meeting – Fisherman's Landing; and transfer \$229 from Article 8 of the May 2, 2016 Annual Town Meeting – Electronic Fish Counter	\$158,000
	<b>Sub-total</b>			<b>\$383,000</b>
7	Information Technology			
	a. Technology Upgrades & Replacements	Ongoing information system and equipment improvements including but not limited to the purchase of desktop computers, servers, productivity and office software, backup systems, and other hardware / software throughout the Town	Transfer \$5,000 from Article 8 of the May 2, 2016 Annual Town Meeting – Library Technology Project; and transfer \$1,359.49 from Article 2 of the September 2, 2015 Special Town Meeting; and Transfer \$1,241.69 from Article 2 of the September 2, 2015 Special Town Meeting – Government Study Phase II; and transfer \$6,171.89 from Article 8 of the May 7, 2012 Annual Town Meeting - DEM Crosby Feasibility Parking Lots; and transfer \$1,779.71 from Article 8 of the May 4, 2015 Annual Town Meeting - Mapping Update; and transfer \$10,833 from Article 16 of the May 2, 2016 Annual	\$35,000

			Town Meeting – Property Reevaluation Triennial Services Triennial Reval; and transfer \$2,312.50 from Article 3 of the November 14, 2016 Special Town Meeting - Replace Pick Up; and transfer \$1,901.71 from Article 3 of the November 14, 2016 Special Town Meeting - Replace Boat Fuel Tank; and transfer \$3,632.74 from Article 8 of the May 2, 2016 Annual Town Meeting - Electronic Fish Counter; and transfer \$162.50 from Article 10 of the September 2, 2015 Special Town Meeting - Construction / DCR Nickerson; and transfer \$604.77 from General Fund Free Cash	
	b. Permitting Software	Professional services and costs related to Implementation of a comprehensive cloud based online permitting system and conversion of existing data	Transfer \$11,137.12 from Article 3 of the November 13, 2012 Special Town Meeting – Fisherman’s Landing Storm water; and transfer \$8,980 from Article 3 of the November 13, 2012 Special Town Meeting - MS4 Implementation NPDES; and transfer \$3,284.24 Article 10 of the September 2, 2015 Special Town Meeting - Sloughs Pond Landing; and transfer \$2,000 from Article 10 of the May 1, 2017 Annual Town Meeting – Replace 4x4 Truck; and \$220 from Article 3 of the November 13, 2017 Special Town Meeting – Thermal Imaging Camera’s; and transfer \$4,378.64 from General Fund Free Cash	\$30,000
	<b>Sub-total</b>			<b>\$65,000</b>
	<b>Grand Total</b>			<b>\$1,884,205</b>

**Select Board Member David Whitney:**

I move to approve Article No. 10 as printed with the following amendment; the funding source for 1a, Board of Selectmen- replace 4X4 truck, be amended from \$45,000 to \$40,000.

**Peter Herrmann made an amendment to the main motion:**

Moved that this article be amended to: Eliminate the Long Pond Boat Ramp and reduce the total capital and special projects expenditure by \$140,000.

**Vote on amendment:** Voice. Defeated.

**Michael Fitzgerald made an amendment to the main motion:**

Motion to Amend Warrant Article 10; exclude item 10-6-a in the amount of \$85,000.00 thus revising the total article to \$1,799,205.00.

**Vote on amendment:** Voice. Defeated.

•Seven voters rose to challenge Moderator's determination and requested a count.  
Yes-99 No-132 – Amendment was defeated.

**Vote on main motion:** Voice. Approved by a declared 2/3 majority.

**REVOLVING FUNDS**

**ARTICLE NO. 11:** To see what departmental revolving funds the Town may vote to authorize or reauthorize for Fiscal Year 2019 pursuant to Massachusetts General Laws Chapter 44, Section 53 E ½ and the Town of Brewster's General By-laws; and further to establish fiscal year spending limits for such funds, or to take any other action relative thereto.

(Board of Selectmen)

(Majority Vote Required)

**Motion:** Move that the revolving funds listed below be hereby authorized to continue for Fiscal Year 2019 pursuant to Massachusetts General Laws Chapter 44, Section 53 E ½ and the Town of Brewster's General By-law as amended and further to set fiscal year spending limits for such funds as follows:

<b>Fund</b>	<b>Revenue Source</b>	<b>Authority to Spend</b>	<b>Use of Fund</b>	<b>Fiscal Year 2019 Spending Limit</b>
Crosby Mansion	Fees received for property and cottage rentals, tours, and events.	Crosby Mansion Property Manager	Expenses shall be related to salaries and operations of the Crosby Mansion and cottages and not used for any other purposes.	\$91,390
Recreation	Fees and Charges related to Seasonal Programs, Yoga, Youth Sports, Adult Fitness, Breakfast with Santa, Tennis and Special Events	Department Head - Recreation	Expenses shall be related to salaries and operations of providing Recreational Services and not used for any other purposes.	\$150,272
Telecommunications	Fees and charges related to cell towers	Department Head – Information Technology	Expenses shall be related to operating, maintaining, and improvement telecommunications in town departments.	\$100,000
<b>Total</b>				<b>\$341,662</b>

**Vote:** Approved under the Consent Calendar.

## **SPECIAL REVENUE FUND/Cable Franchise Fee Account**

**ARTICLE NO. 12:** To see what sum the Town will vote to appropriate from the Cable Franchise Fee Special Revenue Fund for the purpose of offsetting costs associated with providing local cable television related purposes, including, but not limited to the general public purpose of supporting and promoting public access to the Brewster cable television system; training in the use of local access equipment and facilities; access to community, municipal and educational meeting coverage; use and development of an institutional network and/or municipal information facilities; contracting with local cable programming services providers and/or any other appropriate cable related purposes. All expenditures to be made by the Selectmen's office, subject to the approval of the Town Administrator. Further to establish a spending limit from the fund for Fiscal Year 2019, pursuant to the provisions of Massachusetts General Law Chapter 44, Section 53 F3/4, or to take any other action relative thereto.

(Board of Selectmen)

(Majority Vote Required)

**Motion:** Move that **Three Hundred Sixty Five Thousand Dollars (\$365,000)** be appropriated from the Cable Franchise Fee Special Revenue Fund for the purpose of offsetting costs of providing local cable television related purposes, including, but not limited to the general public purpose of supporting and promoting public access to the Brewster cable television system; training in the use of local access equipment and facilities; access to community, municipal and educational meeting coverage; use and development of an institutional network and/or municipal information facilities; contracting with local cable programming services providers and/or any other appropriate cable related purposes. All expenditures to be made by the Selectmen's office, subject to the approval of the Town Administrator.

**Vote:** Approved under the Consent Calendar.

## **SKIPPING PROGRAM/Funding Request**

**ARTICLE NO. 13:** To see what sums the Town will vote to appropriate, and also to raise, or transfer from available funds, to pay for public performances of team skipping and to authorize the Town Administrator to solicit bids and/or proposals, enter into a contract or contracts, accept gifts and expend said funds with the approval of the Board of Selectmen, or to take any other action relative thereto.

(Board of Selectmen)

(Majority Vote Required)

**Motion:** Move that **Four Thousand Five Hundred (\$4,500)** be raised and appropriated from the Fiscal year 2019 tax levy and other general revenues of the Town, for the purpose of providing public performance of team skipping, and to authorize the Town Administrator to solicit bids and/or proposals, enter into a contract or contracts, accept gifts and expend such funds with the approval of the Board of Selectmen.

**Vote:** Approved under the Consent Calendar.

## **ACCEPTANCE OF GRANTS AND GIFTS**

**ARTICLE NO. 14:** To see if the Town will vote to authorize the Board of Selectmen to apply for and accept any and all grants or gifts from Federal, State, and local governments, charitable foundations, private corporations, and individual and private entities, and to expend those funds for the purposes for which grants are authorized; and to borrow pursuant to any applicable statute in anticipation of grant proceeds, or to take any other action relative thereto.

(Board of Selectmen)

(Majority Vote Required)

**Motion:** Move that the Board of Selectmen and Elementary School Committee is hereby authorized to apply for and accept any and all grants from Federal, State, and Local governments, Charitable Foundations, private corporations, an individual, and private entities, and to expend those funds for the purposes for which said grants are authorized; and to authorize the Treasurer borrow in anticipation of grant proceeds; amounts under and pursuant to Massachusetts General Laws Chapter 44, Sections 7 or 8, or any other enabling authority, and to issue temporary grant anticipation notes of the Town therefore; and further, any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any premium applied to the payment the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this

vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

**Vote: Approved under the Consent Calendar.**

#### **REPAIR AND RESURFACE TOWN ROADS/Chapter 90 Funds**

**ARTICLE NO. 15:** To see if the Town will vote to authorize the Board of Selectmen to apply for and accept State Grants from the Massachusetts Department of Transportation Highway Division (Chapter 90), and, to use those funds for the purposes of state approved Chapter 90 projects, services, and purchases; and to borrow pursuant to any applicable statute in anticipation of grant proceeds, or take any other action relative thereto.

(Board of Selectmen)

(Majority Vote Required)

**Motion:** Move that the Board of Selectmen is authorized to apply for and accept any and all grants from the Massachusetts Department of Transportation Highway Division (Chapter 90), and to expend those funds for the purposes of state approved Chapter 90 projects, services and purchase; and to authorize the Treasurer to borrow in anticipation of grant proceeds; amounts under and pursuant to Massachusetts General Laws Chapter 44, Sections 7 or 8, or any other enabling authority, and to issue temporary grant anticipation notes of the Town therefore; and further, any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any premium applied to the payment the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

**Vote: Approved under the Consent Calendar.**

#### **PRIVATE ROAD BETTERMENT PROJECT/North Pond Drive**

**ARTICLE NO. 16:** To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow a sum of money pursuant to GL c. 40, §§7 and 8, Chapter 297 of the Acts of 2002, Chapter 373 of the Acts of 2006, and/or any other enabling authority, said sum to be spent by the Town Administrator with the approval of the Board of Selectmen, to finance temporary road repairs to the private way known as North Pond Drive, including, without limitation, costs associated with engineering, construction, and reconstruction of said way, and costs incidental or related thereto, which costs shall be assessed by the Board of Selectmen as a betterment under Massachusetts General Laws Chapter 80, Section 1 on each parcel within the area benefiting from the improvement, all in compliance the Brewster Town Code, Chapter 157, Article VIII, Section 157-20, or to take any other action related thereto.

(Board of Selectmen)

(Two-Thirds Vote Required)

**Motion:** Move that the Town appropriate **One Hundred Fifty Thousand Nine Hundred Twelve Dollars (\$150,912)** to finance temporary road repairs to the private way known as North Pond Drive, including, without limitation, costs associated with engineering, construction, and reconstruction of said way, and costs incidental or related thereto, said sum to be spent by the Town Administrator with the approval of the Board of Selectmen; and, to meet said appropriation, to authorize the Treasurer, with the approval of the Board of Selectmen, to borrow **One Hundred Fifty Thousand Nine Hundred Twelve Dollars (\$150,912)** under Massachusetts General Laws Chapter 44, Section 7, 7(1), 7 (5) or 8, Chapter 373 of the Acts of 2006, and/or any other enabling authority, and to issue bonds or notes of the Town therefor; and further, any premium received by the Town upon the sales of any bonds or notes approved by this vote, less any premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Massachusetts General Law Chapter 44, Section 20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount, which sum shall be assessed as a betterment under Massachusetts General Laws Chapter 80, Section 1 on each parcel within the area benefiting from the improvement, all in compliance the Brewster Town Code, Chapter 157, Article VIII, Section 157-20.

**Select Board Member James Foley:**

**I move to approve the motion under Article No. 16 as printed in the warrant.**

**Vote: Voice. Approved Unanimously.**

**UNPAID TAXES NOT IN EXCESS OF ONE HUNDRED DOLLARS; INTEREST**

**ARTICLE NO. 17:** To see if the Town will vote to accept the provisions of Section 57A of Chapter 59 of the General Laws, as follows;

In any city or town that accepts this section, notwithstanding sections 23D, 57 or 57C, a notice of preliminary tax or actual tax bill for real estate or personal property taxes, in an amount not in excess of \$100, shall be due and payable in 1 installment and if unpaid after the day the first installment of the notice of preliminary tax or actual tax bill for the year is due, shall be subject to interest at the same rate and from the same date as any delinquent preliminary or actual tax first installment.

or to take any other action relative thereto.

(Board of Selectmen)

(Majority Vote Required)

**Motion:** Move to adopt as printed in the warrant.

**Select Board Member John Dickson:**

**I move to approve the motion under Article No. 17 as printed in the warrant.**

**Vote:** Voice. Approved.

**TAKING OF EELS, SHELLFISH AND SEA WORMS; AREAS IN WHICH COMMERCIAL  
TAKING PROHIBITED; CULTIVATION, PROPAGATION AND PROTECTION OF SHELLFISH;  
CLOSE SEASONS**

**ARTICLE NO. 18:** To see if the Town will vote to confirm the authority of the Board of Selectmen pursuant to the provisions of Sections 52 and 54 of Chapter 130 of the Massachusetts General Laws, with respect to eels, shellfish and sea worms, including but not limited to authority to regulate or prohibit the taking of eels and any or all kinds of shellfish and sea worms, issue regulations as to the times, places, methods, purposes, uses, sizes, quantities and any other particulars of such taking, grant permits, and establish the fees therefor, as well as to declare a "close season" for any or all kinds of shellfish for not more than three years in Town waters, flats or creeks, not then the subject of a private grant, all as set forth in said Sections 52 and 54; or to take any other action relative thereto.

(Board of Selectmen)

(Majority Vote Required)

**Motion:** Move to adopt as printed in the warrant.

**Select Board Member David Whitney:**

**I move to approve the motion under Article No. 18 as printed in the warrant.**

**Vote:** Voice. Approved.

**LEASE OF TOWN PROPERTY/Antenna**

**ARTICLE NO. 19:** To see if the Town will vote to transfer from the Board of Water Commissioners for water department purposes to the Board of Water Commissioners for such purposes and also to the Board of Selectmen for the purpose of leasing a portion or portions of the Town-owned property located at 0 Yankee Drive, and to authorize the Town Administrator, acting under the direction of the Board of Selectmen, to lease said portions, including space on the water tank located thereon and/or land at the base of or near said water tank, for wireless communications purposes, including, without limitation, for the construction, installation, maintenance and replacement of communications antennas, towers, cabinets, cables, and other appurtenances, and to grant such non-exclusive access and/or utility easements on portions of said property as may be necessary or convenient to serve the communications equipment thereon, said leases to be for periods not exceeding twenty (20) years and on such other terms and conditions as the Town Administrator and Board of Selectmen deem to be in the best interests of the Town, or to take any other action relative thereto.

(Board of Selectmen)

(Two Thirds Vote Required)

**Motion:** Move to adopt as printed in the warrant.

**Select Board Member John Dickson:**

**I move to approve the motion under Article No. 19 as printed in the warrant.**

**Vote:** Voice. Approved Unanimously.

## **PLEASANT BAY RESOURCES MANAGEMENT PLAN**

**ARTICLE NO. 20:** To see if the Town will vote to adopt the 2018 Pleasant Bay Resource Management Plan Update developed in accordance with the 1998 Pleasant Bay Resource Management Plan, the 2003, 2008 and 2013 Plan Updates, and the Memorandum of Agreement with the Towns of Orleans, Chatham and Harwich authorized by the Town in 2007, 2008 and 2013; and to authorize the Board of Selectmen to enter into a successor Memorandum of Agreement, with one or more of the aforementioned towns for the purpose of continuing the Pleasant Bay Resource Management Alliance to implement the plan and plan updates, for such term which may exceed three years, and upon such terms and conditions as its deems appropriate and in the best interest of the Town, or to take any other action relative thereto.

(Board of Selectmen)

(Majority Vote Required)

**Motion:** Move to adopt as printed in the warrant.

**Select Board Chair Peter Norton:**

**I move to approve the motion under Article No. 9 as printed in the warrant.**

**Vote:** Voice. Approved.

## **INTERMUNICIPAL AGREEMENT/Pleasant Bay**

**ARTICLE NO. 21:** To see if the Town will vote to authorize the Board of Selectmen to enter into an Inter-municipal Agreement (IMA) for the Pleasant Bay Watershed Permit Pilot Project between the Towns of Brewster, Harwich, Chatham and Orleans pursuant to the certified Cape Cod Water Quality Management Plan Update (208 Plan Update) developed by the Cape Cod Commission, which was certified by the Governor of the Commonwealth on June 10, 2015 and submitted to the United States Environmental Protection Agency, Region 1 and whereas Section 2A of Chapter 259 of the Acts of 2014 requires Massachusetts Department of Environmental Protection "to develop a watershed permitting approach to address and optimize nitrogen management measures intended to restore water quality to meet applicable water quality standards in watersheds included in an approved area wide nitrogen management plan developed pursuant to Section 208 of the Federal Clean Water Act", or to take any other action relative thereto.

(Board of Selectmen)

(Majority Vote Required)

**Motion:** Move to adopt as printed in the warrant.

**Select Board Chair Peter Norton:**

**I move to approve the motion under Article No. 21 as printed in the warrant.**

**Vote:** Voice. Approved Unanimously.

## **ADJUSTED REAL ESTATE EXEMPTION AMOUNT/Clause 17D**

**ARTICLE NO. 22:** To see if the Town will vote to accept the provisions of M.G.L Chapter 59, Section 5 added by Chapter 18 of the Acts of 1995, which authorizes an annual increase in the amount of the exemption granted to senior citizens, surviving spouses and surviving minors under M.G.L Chapter 59, Section 5, Clause 17D, by up to 100% of the percentage increase in the U.S. Department of Labor, Bureau of Labor Statistics, Consumer Price Index (CPI) for the previous year as determined by the Commissioner of Revenue and to fix that annual increase, 100% of CPI to be effective for exemptions granted for any fiscal year beginning on or after July 1, 2018, or to take any other action relative thereto.

(Board of Assessors)

(Majority Vote Required)

**Motion:** Move to adopt as printed in the warrant.

**Deputy Assessor James Gallagher:**

**I move to approve the motion under Article No. 22 as printed in the warrant.**

**Vote:** Voice. Approved Unanimously.

### **ADJUSTED INCOME AND ASSET LIMITS/Clause 41D**

**ARTICLE NO. 23:** To see if the Town will vote to accept M.G.L. Chapter 59, Section 5, Clause 41D, which authorized an annual increase in the income (gross receipts) and asset (whole estate) limits for exemptions granted to senior citizens under M.G.L Chapter 59, Section 5, Clause 41C, by the percentage increase in the U.S. Department of Labor, Bureau of Labor Statics, Consumer Price Index for the previous year as determined by the Commissioner of Revenue, to be effective for exemptions granted for any fiscal year beginning on or after July 1, 2018, or to take any other action relative thereto.

(Board of Assessors)

(Majority Vote Required)

**Motion:** Move to adopt as printed in the warrant.

**Deputy Assessor James Gallagher:**

**I move to approve the motion under Article No. 23 as printed in the warrant.**

**Vote:** Voice. Approved Unanimously.

### **REDUCTION OF PROPERTY TAX OBLIGATION OF VETERAN IN EXCHANGE FOR VOLUNTEER SERVICES**

**ARTICLE NO. 24:** To see if the Town will vote to accept M.G.L. Chapter 59, Section 5N, which authorizes the board of selectmen to establish a program to allow veterans, as defined in clause Forty-third of section 7 of chapter 4 or a spouse of a veteran in the case where the veteran is deceased or has a service-connected disability, to volunteer to provide services to the town. In exchange for such volunteer services, the city or town shall reduce the real property tax obligations of that veteran on the veteran's tax bills and that reduction shall be in addition to any exemption or abatement to which that person is otherwise entitled; provided, however, that person shall not receive a rate of, or be credited with, more than the current minimum wage of the commonwealth per hour for the services provided pursuant to that reduction; and provided further, that the reduction of the real property tax bill shall not exceed \$1,000 in a given tax year, or to take any other action relative thereto.

(Board of Assessors)

(Majority Vote Required)

**Motion:** Move to adopt as printed in the warrant.

**Deputy Assessor James Gallagher:**

**I move to approve the motion under Article No. 24 as printed in the warrant.**

**Vote:** Voice. Approved Unanimously.

### **VETERANS EXEMPTIONS/Clause 22G**

**ARTICLE NO. 25:** To see if the Town will vote to accept M.G.L. Chapter 59, Section 5, Clause 22G, rendering the spouse of a veteran or a deceased veteran with title to the veteran's domicile, eligible for an exemption, or take any other action relative thereto.

(Board of Assessors)

(Majority Vote Required)

**Motion:** Move to adopt as printed in the warrant.

**Deputy Assessor James Gallagher:**

**I move to approve the motion under Article No. 25 as printed in the warrant.**

**Vote:** Voice. Approved Unanimously.

### **MOTOR VEHICLE EXCISE TAX/Prisoner of War**

**ARTICLE NO. 26:** To see if the Town will vote to accept the paragraph inserted following the sixth paragraph of MGL Chapter 60A Section 1 as follows;

In any city or town that accepts this paragraph, the excise tax imposed by this section shall not apply to a motor vehicle owned and registered by or leased to a former prisoner of war



defined as any regularly appointed, enrolled, enlisted, or inducted member of the military forces of the United States who was captured, separated and incarcerated by an enemy of the United States during an armed conflict, or to a motor vehicle owned and registered by or leased to the surviving spouse of a deceased former prisoner of war, until such time as the surviving spouse remarries or fails to renew the registration.

Or to take any other action relative thereto.

(Board of Assessors)

(Majority Vote Required)

**Motion:** Move to adopt as printed in the warrant.

**Deputy Assessor James Gallagher:**

**I move to approve the motion under Article No. 26 as printed in the warrant.**

**Vote: Voice. Approved Unanimously.**

#### **TRANSFER OF FUNDS/Affordable Housing Trust**

**ARTICLE NO. 27:** To see if the Town will vote to authorize the Board of Selectmen to submit a petition to the General Court for a special act to rescind the provisions of Chapter 16 of the Acts of 2006, which permitted the Town to create an affordable housing fund, said act no longer being necessary as the Town has established an Affordable Housing Trust Fund under G.L. c. 44, §55C and bylaws setting for the powers of the Trustees, and to transfer any sums held pursuant to said Chapter 16 of the Acts of 2006 to the Brewster Affordable Housing Trust Fund created under G.L. c. 44, §55C, or take any action relative thereto.

(Board of Selectmen)

(Majority Vote Required)

**Motion:** Move to authorize the Board of Selectmen to submit a petition to the General Court for a special act to rescind the provisions of Chapter 16 of the Acts of 2006, which permitted the Town to create an affordable housing fund, said act no longer being necessary as the Town has established an Affordable Housing Trust Fund under G.L. c. 44, §55C and bylaws setting for the powers of the Trustees, and further, to transfer any sums held pursuant to said Chapter 16 of the Acts of 2006 to the Brewster Affordable Housing Trust Fund created by vote under Article 7 of the May 7, 2018 Special Town Meeting in accordance with G.L. c. 44, §55C; provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approve amendments to the bill before enactment by the General Court; and, provided further that the Board of Selectmen is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition.

**Select Board Member Cynthia Bingham:**

**I move to approve the motion under Article No. 27 as printed in the warrant.**

**Vote: Voice. Approved Unanimously.**

#### **TOWN CODE AMENDMENT/Placement of Articles**

**ARTICLE NO. 28:** To see if the Town will vote to amend the Code of the Town of Brewster, Chapter 48, by revising Section 10 by inserting the underlined text, as follows;

§ 48-10 Placement of articles.

The Town will address the placement of articles on the Town Meeting warrant by lottery on the Town Meeting floor. All articles, excepting the Town's operating budget, the schools operating budget, the consent calendar and debt obligation articles shall be placed in a "fish bowl" or other suitable container to be drawn randomly by the Town Moderator, and each article shall be considered according to the order in which it is drawn; provided, however, that articles deemed by the Moderator to be substantively related and best acted upon together, or articles so identified in the warrant, may in the Moderator's discretion be treated as a single article for purposes of such drawing.

Or to take any other action related thereto.

(Board of Selectmen)

(Majority Vote Required)

**Motion:** Motion to adopt as printed in the warrant.

**Select Board Member John Dickson:**

I move to approve the motion under Article No. 28 as printed in the warrant.

**Chris Powicki made an amendment to the main motion:**

I move to amend Article 28, as printed in the warrant, to read as follows:

**“Provided, however, that articles deemed by the Moderator to be substantively related and best acted upon together and in a certain order, or articles so identified in the warrant, may in the Moderator’s discretion, after consultation with the articles’ sponsors, be treated as a single article for the purposes of such drawing.”**

**Vote on amendment:** Voice. Approved.

**Vote on amended main motion:** Voice. Approved.

### **LAND ACQUISITION/Community Preservation Act**

**ARTICLE NO. 29:** To see if the Town will vote to authorize the Board of Selectmen to acquire, by purchase, gift, and/or eminent domain, for conservation, watershed protection and/or passive recreation purposes under the provisions of G.L. Ch. 44B, G.L. Ch. 40, Sections 8C, 39B and 41, and Article 97 of the Articles of Amendment of the Massachusetts Constitution, all or portions of the parcels of land located at 180 and 224 W.H. Besse Cartway, which portions contain 42.01 acres, more or less, are part of the property described in a Certificate of Title Number 198070, and shown on Land Court Plans Nos. 34330B and 40024A, with the care, custody, control and management of such parcels to be vested with the Conservation Commission; to raise and appropriate, borrow pursuant to any applicable statute and transfer from available funds, including, without limitation, the Community Preservation Fund, a sum of money for the foregoing acquisition and costs incidental or related thereto, including costs of appraisal, grant applications, grant compliance and all other incidental and related costs; further, to authorize the Board of Selectmen and/or the Conservation Commission to apply for, accept and expend any funds that may be provided by the Commonwealth or other public or private sources to defray all or a portion of the costs of said acquisition, including, but not limited to, grants and/or reimbursement from the Commonwealth under the Self-Help Act, G.L. Ch. 132A, Section 11 (now, so-called LAND grants), and the Federal Land and Water Fund grants, which grants and/or funds so received shall be used to repay all or a portion of the sum transferred from the Community Preservation Fund hereunder; and to authorize the Board of Selectmen to grant to the Brewster Conservation Trust or any other qualified organization a perpetual conservation and / or watershed preservation restriction pursuant to the provisions of G.L. Ch. 184, Sections 31-33, in compliance with G.L. Ch. 44B, Section 12(a), protecting the property for the purposes for which it is acquired, and to enter into all agreements and execute any and all instruments as may be necessary or convenient to effectuate the foregoing purposes, or take any other action relative thereto.

(Community Preservation Committee)

(Two Thirds Vote Required)

**Motion:** Move that the Board of Selectmen is hereby authorized to acquire, by purchase, gift, and/or eminent domain, for conservation, watershed protection and/or passive recreation purposes under the provisions of G.L. c.44B, G.L. Ch. 40, Sections 8C, 39B and 41, and Article 97 of the Articles of Amendment of the Massachusetts Constitution, all or portions of the parcels of land located at 180 and 224 W.H. Besse Cartway, which portions contain 42.01 acres, more or less, are part of the property described in a Certificate of Title Number 198070, and shown Land Court Plans Nos. 34330B and 40024A, with the care, custody, control and management of such parcels to be vested with the Conservation Commission; appropriate and transfer **Thirty Five Thousand Dollars (\$35,000)** from Community Preservation Fund Open Space Reserve and authorize the Treasurer, with the approval of the Board of Selectmen, to borrow the remaining **One Million Seven Hundred Fifty Thousand Dollars (\$1,750,000)** under and pursuant to G.L. Ch. 44B, Section 11, G.L. Ch. 44, Sections 7, 7(1), or 8, and/or any other enabling authority, and to issue bonds or notes of the Town therefor, for the foregoing acquisition and costs incidental or related thereto, including, without limitations, costs of appraisal, grant applications, grant compliance and other costs; and, while such bonds shall be general obligation bonds of the Town, it is anticipated that the principal and interest thereon shall be paid from the Community Preservation Fund; in accordance with G.L. c.44, §20, to authorize any premium received by the Town upon the sale of any bonds or notes approved hereunder, less any such premium applied to the payment of the costs of issuance of such bonds or notes, to be applied to the payment of costs approved hereunder, thereby reducing by a like amount the amount to be borrowed to pay such costs; and, further the Board of Selectmen and/or the Conservation Commission are hereby authorized to apply for, accept and expend any funds that may be provided by the Commonwealth or other public or private sources to defray all

or a portion of the costs of said acquisition, including, but not limited to, grants and/or reimbursement from the Commonwealth under the Self-Help Act, G.L. Ch. 132A, Section 11 (now, so-called LAND grants), Federal Land and Water Fund Grants, which grants and/or funds so received shall be used to repay all or a portion of the sums appropriated and transferred from the Community Preservation Fund Open Space Reserve hereunder; and the Board of Selectmen is authorized to grant to the Brewster Conservation Trust or any other qualified organization a perpetual conservation restriction pursuant to the provisions of G.L. Ch. 184, Sections 31-33, in compliance with G.L. Ch. 44B, Section 12(a), protecting the property for the purposes for which it is acquired and to enter into all agreements and execute any and all instruments as may be necessary or convenient to effectuate the foregoing purposes.

**Paul Ruchinskaskas, CPC Member:**

**I move to approve the motion under Article No. 29 as printed in the warrant.**

**Vote: Voice. Approved by a declared 2/3 vote.**

#### **LAND ACQUISITION/Community Preservation Act**

**ARTICLE NO. 30:** To see if the Town will vote to authorize the Board of Selectmen to acquire, by purchase, gift or eminent domain, a parcel of vacant land locate at 0 Millstone Road, containing 1.58 acres, more or less, and shown on Assessors Map 99 Parcel 1 and described in a deed recorded with the Barnstable Registry of Deeds in Book 5233, page 64 in accordance with G.L. Ch. 44B for community housing purposes and all incidental and related purposes and to authorize the Board of Selectmen to acquire or grant an affordable housing restriction on said land in accordance with G.L. c.44B, §12, meeting the requirements of G.L. c.184, §§ 31-33; to raise and appropriate, borrow pursuant to any applicable statute and transfer from available funds, including, without limitation, the Community Preservation Fund, a sum of money for the foregoing acquisition and costs incidental or related thereto, including costs of appraisal, grant applications, grant compliance and all other incidental and related costs; and to authorize the Board of Selectmen to take such other action as may be necessary to effectuate the vote to be taken hereunder, or take any other action relative thereto.

(Community Preservation Committee)

(Majority Vote Required)

**Motion:** Move that the Board of Selectmen is hereby authorized to acquire, by purchase, gift or eminent domain a parcel of vacant land locate at 0 Millstone Road, containing 1.58 acres, more or less, and show on Assessors Map 99 Parcel 1 and described in a deed recorded with the Barnstable Registry of Deeds in Book 5233, page 64, appropriate and transfer **One Hundred Thousand Dollars (\$100,000)** from the Community Preservation Fund Community Housing Reserve and **One Hundred Eight Five Thousand Dollars (\$185,000)** from the Reserves for Community Preservation for the foregoing acquisition and costs incidental or related thereto, and to authorize the Board of Selectmen to acquire or grant an affordable housing restriction on said land in accordance with G.L. c.44B, §12, meeting the requirements of G.L. c.184, §§ 31-33, and take such other action as may be necessary to effectuate the vote taken hereunder.

**Paul Ruchinskaskas, CPC Committee Member:**

**I move to approve the motion under Article No. 30 as printed in the warrant.**

**Vote: Voice. Approved.**

#### **OTHER BUSINESS**

**ARTICLE NO. 31:** To act upon any other business that may legally come before this meeting; or take any other action related thereto.

(Board of Selectmen)

(Majority Vote Required)

**Select Board Chair Peter Norton:**

**I move that the town vote to dissolve the 2018 Annual Town Election.**

**Vote: Voice. Approved Unanimously.**

The **Annual Town Meeting** of **May 7<sup>th</sup>, 2018** was dissolved at 10:42pm.

A True Copy Attest:

Colette M. Williams  
CMC/CMMC  
Town Clerk  
Brewster, MA

# MAY 22<sup>nd</sup>, 2018 ANNUAL TOWN ELECTION REPORT

In accordance with the Warrant, the inhabitants of Brewster, qualified to vote in the Annual Town Election met at the Brewster Baptist Church Hall, Tuesday, May 22<sup>nd</sup>, 2018.

The polls were declared open at 7:00 a.m.

The elections workers duly sworn-in were; Curt Taylor; Warden, Jackalyn Courchesne; Precinct One Clerk, Edward Swiniarski, Precinct Two Clerk; and Cynthia Mathison; Precinct Three Clerk. The Checkers and counters were; Barbara Bartolomei, Joan Carstanjen, Jim Eddy, Mary Eddy, Lauren Elliot-Grunes, Beth Finch, Myles Franklin, Robert Gaughran, Terri Iaccheri, Aline Johnson, Ellie Johnson, Peter Johnson, Linda Kaiser, Cheryl Kimberley, Marilyn Lahive, Anne LeMaitre, Gerry Mannix, Terry Mannix, Mary Jo Nabywaniec, Jane Nixon, Carolyn Noering, Tom Noering, Glenda Normand, Marjorie Oliver, Dave Quinn, Judy Rowe, Christine Rossiter, Joan Scheffer, Peter Scheffer, Timothy Sci, Pamela Smith, Lynn St. Cyr, Pat Stanley, Elizabeth Taylor, Elbert Uleshoeffer and Jayanne Sci, Assistant Town Clerk.

The polls were closed at 8:00 p.m. with the following results:

Total votes cast in Precinct 1: 689

Total votes cast in Precinct 2: 683

Total votes cast in Precinct 3: 529

**Total votes cast: 1901**

**Registered voters: 7881**

**24% voter participation**

	<u>Prec. 1</u>	<u>Prec. 2</u>	<u>Prec. 3</u>	<u>Total</u>
<b><u>Board of Selectmen (2)</u></b>				
Blanks	125	89	66	280
James W. Foley	187	199	149	535
<b>Mary W. Chaffee</b>	362	384	265	1011
<b>Benjamin W. deRuyter</b>	369	373	283	1025
Lucas Z. Dinwidde	146	154	151	451
Laurel E. Labdon	189	166	142	497
Write-Ins	0	1	2	3
Write-Ins	0	0	0	0
<b><u>Total</u></b>	<b><u>1378</u></b>	<b><u>1366</u></b>	<b><u>1058</u></b>	<b><u>3802</u></b>
<b><u>Board of Health</u></b>				
Blanks	220	199	130	549
<b>Carmen S. Scherzo</b>	466	482	398	1346
Write-Ins	3	2	1	6
<b><u>Total</u></b>	<b><u>689</u></b>	<b><u>683</u></b>	<b><u>529</u></b>	<b><u>1901</u></b>
<b><u>Board of Health 1 yr unexpired</u></b>				
Blanks	225	173	148	546
Anne Bittner	234	227	176	637
<b>Penny H. Holeman</b>	230	283	205	718
Write-Ins	0	0	0	0
<b><u>Total</u></b>	<b><u>689</u></b>	<b><u>683</u></b>	<b><u>529</u></b>	<b><u>1901</u></b>

	<u>Prec. 1</u>	<u>Prec. 2</u>	<u>Prec. 3</u>	<u>Total</u>
<b><u>Brewster School Committee</u></b>				
Blanks	25	31	21	77
<b>Jessica L. Larsen</b>	331	356	294	981
Richard J. Koch, Jr.	333	296	214	843
Write-Ins	0	0	0	0
<b><u>Total</u></b>	<b><u>689</u></b>	<b><u>683</u></b>	<b><u>529</u></b>	<b><u>1901</u></b>
<b><u>Moderator</u></b>				
Blanks	145	154	108	407
<b>Charles L. Sumner</b>	539	521	417	1477
Write-ins	5	8	4	17
<b><u>Total</u></b>	<b><u>689</u></b>	<b><u>683</u></b>	<b><u>529</u></b>	<b><u>1901</u></b>
<b><u>Constable</u></b>				
Blanks	166	147	112	425
<b>Roland W. Bassett, Jr.</b>	523	531	415	1469
Write-In	0	5	2	7
<b><u>Total</u></b>	<b><u>689</u></b>	<b><u>683</u></b>	<b><u>529</u></b>	<b><u>1901</u></b>
<b><u>Recreation Commission</u></b>				
Blanks	202	175	125	502
<b>Thomas J. Wingard, Jr.</b>	487	506	404	1397
Write-Ins	0	2	0	2
<b><u>Total</u></b>	<b><u>689</u></b>	<b><u>683</u></b>	<b><u>529</u></b>	<b><u>1901</u></b>
<b><u>Planning Board</u></b>				
Blanks	133	142	98	373
Robert C. Bugle	171	188	153	512
<b>Edward B. Chatelain</b>	385	352	278	1015
Write-Ins	0	1	0	1
<b><u>Total</u></b>	<b><u>689</u></b>	<b><u>683</u></b>	<b><u>529</u></b>	<b><u>1901</u></b>
<b><u>Planning Board 4 yrs. Unexpired</u></b>				
Blanks	222	207	140	569
<b>Paul J. Wallace</b>	466	474	389	1329
Write-Ins	1	2	0	3
<b><u>Total</u></b>	<b><u>689</u></b>	<b><u>683</u></b>	<b><u>529</u></b>	<b><u>1901</u></b>
<b><u>Nauset Reg'l School Committee</u></b>				
Blanks	205	179	127	511
<b>Richard Stewart</b>	484	503	401	1388
Write-Ins	0	1	1	2
<b><u>Total</u></b>	<b><u>689</u></b>	<b><u>683</u></b>	<b><u>529</u></b>	<b><u>1901</u></b>
<b><u>Nauset Reg'l School Committee 1 yr. Unexpired</u></b>				
Blanks	213	189	123	525
<b>Robert T. Jacobus</b>	475	492	404	1371
Write-Ins	1	2	2	5
<b><u>Total</u></b>	<b><u>689</u></b>	<b><u>683</u></b>	<b><u>529</u></b>	<b><u>1901</u></b>

### Question 1

Shall the Town of Brewster be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the Town's allocable share of the bond issued by the Cape Cod Regional Technical High School District in order to pay costs of designing, constructing, originally equipping and furnishing a new District high school to be located at 351 Pleasant Lake Avenue, Harwich, including the payment of all costs incidental or related thereto?

Yes \_\_\_\_ No \_\_\_\_

Blanks	94	84	63	241
<b>Yes</b>	417	414	330	1161
No	178	185	136	499
<b><u>Total</u></b>	<b><u>689</u></b>	<b><u>683</u></b>	<b><u>529</u></b>	<b><u>1901</u></b>

A True Copy Attest;

Colette M. Williams, CMMC/CMC  
Town Clerk  
Brewster, MA

# SEPTEMBER 4<sup>TH</sup>, 2018

## STATE PRIMARY REPORT

In accordance with the warrant, the inhabitants of Brewster, qualified to vote in the **State Primary** met at the Brewster Baptist Church Hall, 1848 Main Street, Brewster, on **Tuesday, September 4<sup>th</sup>, 2018**.

The election workers duly sworn-in were; Curt Taylor, Warden; Jackalyn Courchesne, Precinct One Clerk; Edward Swiniarski, Precinct Two Clerk; and Cynthia Mathison, Precinct Three Clerk. The Checkers and counters were; Barbara Bartolome, June Cameron, James Eddy, Mary Eddy, Lauren Elliot-Grunes, Myles Franklin, Patrica Galante, Robert Gaughram, Lisa Gerrish, Robert Harris, Terri Iaccheri, Aline Johnson, Peter Johnson, Ellie Johnson, Linda Kaiser, Cheryl Kimberley, Marilyn Lahive, Anne LeMaitre, Ralph Marotti, Tammi Mason, Mary Myers, Mary Jo Nabywaniec, Carolyn Noering, Tom Noering, Glenda Normand, Marjorie Oliver, Dave Quinn, Judy Rowe, Christine Rossiter, Sharon Ryone, Lynn St. Cyr, Emily Sumner, Elizabeth Taylor, Elbert Uleshoeffer, and Jayanne Sci, Assistant Town Clerk.

The Polls were declared open at 7:00 am and closed at 8:00 pm with the following results:

2387 ballots cast of 7945 eligible voters for 30%

<b><u>PARTY</u></b>	<b><u>PREC. 1</u></b>	<b><u>PREC. 2</u></b>	<b><u>PREC. 3</u></b>	<b><u>TOTAL</u></b>
Democrat	516	537	394	<b>1447</b>
Libertarian	6	3	4	<b>13</b>
Republican	339	302	286	<b>927</b>
<b><u>Total</u></b>	<b>861</b>	<b>842</b>	<b>684</b>	<b>2387</b>

	<b><u>DEMOCRAT</u></b>			
<b><u>Senator in Congress</u></b>	<b><u>PREC. 1</u></b>	<b><u>PREC. 2</u></b>	<b><u>PREC. 3</u></b>	<b><u>TOTAL</u></b>
Blanks	30	28	35	<b>93</b>
Elizabeth A. Warren	483	507	358	<b>1348</b>
Write-ins	3	2	1	<b>6</b>
<b><u>Total</u></b>	<b>516</b>	<b>537</b>	<b>394</b>	<b>1447</b>

<b><u>Governor</u></b>				
Blanks	112	99	80	<b>291</b>
Jay M. Gonzalez	284	313	205	<b>802</b>
Bob Massie	112	121	100	<b>333</b>
Write-ins	8	4	9	<b>21</b>
<b><u>Total</u></b>	<b>516</b>	<b>537</b>	<b>394</b>	<b>1447</b>

<b><u>Lieutenant Governor</u></b>				
Blanks	102	99	77	<b>278</b>
Quentin Palfrey	237	260	174	<b>671</b>
Jimmy Tingle	175	177	142	<b>494</b>
Write-ins	2	1	1	<b>4</b>
<b><u>Total</u></b>	<b>516</b>	<b>537</b>	<b>394</b>	<b>1447</b>

<b><u>Attorney General</u></b>				
Blanks	35	30	25	<b>90</b>
Maura Healey	479	507	369	<b>1355</b>
Write-ins	2	0	0	<b>2</b>
<b><u>Total</u></b>	<b>516</b>	<b>537</b>	<b>394</b>	<b>1447</b>

DEMOCRAT (cont.)

	<u>PREC. 1</u>	<u>PREC. 2</u>	<u>PREC. 3</u>	<u>TOTAL</u>
<b>Secretary of State</b>				
Blanks	20	16	18	54
William Francis Galvin	346	355	252	953
Josh Zakim	150	166	124	440
Write-ins	0	0	0	0
<b><u>Total</u></b>	<b>516</b>	<b>537</b>	<b>394</b>	<b>1447</b>
 <b>Treasurer</b>				
Blanks	95	84	76	255
Deborah B. Goldberg	421	453	318	1192
Write-ins	0	0	0	0
<b><u>Total</u></b>	<b>516</b>	<b>537</b>	<b>394</b>	<b>1447</b>
 <b>Auditor</b>				
Blanks	92	88	72	252
Suzanne M. Bump	424	449	322	1195
Write-ins	0	0	0	0
<b><u>Total</u></b>	<b>516</b>	<b>537</b>	<b>394</b>	<b>1447</b>
 <b>Representative in Congress</b>				
Blanks	21	15	9	45
Bill Keating	423	436	328	1187
Bill Cimbrello	72	86	57	215
Write-ins	0	0	0	0
<b><u>Total</u></b>	<b>516</b>	<b>537</b>	<b>394</b>	<b>1447</b>
 <b>Councillor</b>				
Blanks	123	123	97	343
Joseph C. Ferreira	393	414	297	1104
Write-ins	0	0	0	0
<b><u>Total</u></b>	<b>516</b>	<b>537</b>	<b>394</b>	<b>1447</b>
 <b>Senator in General Court</b>				
Blanks	50	43	34	127
Julian Andre Cyr	465	494	360	1319
Write-ins	1	0	0	1
<b><u>Total</u></b>	<b>516</b>	<b>537</b>	<b>394</b>	<b>1447</b>
 <b>Rep. in General Court (1<sup>st</sup> Barn)</b>				
Blanks	49	59		108
Steven Leibowitz	378	388		766
Joshua Mason	89	90		179
Write-ins	0	0		0
<b><u>Total</u></b>	<b>516</b>	<b>537</b>		<b>1053</b>
 <b>Rep. in General Court (4<sup>th</sup> Barn)</b>				
Blanks			32	32
Sarah K. Peake			362	362
Write-ins			0	0
<b><u>Total</u></b>			<b>394</b>	<b>394</b>
<b><u>Rep. in General Court Total</u></b>	<b>516</b>	<b>537</b>	<b>394</b>	<b>1447</b>
 <b>District Attorney</b>				
Blanks	502	533	391	1374
Write-ins	14	4	3	73
	<b>516</b>	<b>537</b>	<b>394</b>	<b>1447</b>
 <b>Clerk of Courts</b>				
Blanks	511	535	392	1438
Write-ins	5	2	2	9
<b><u>Total</u></b>	<b>516</b>	<b>537</b>	<b>394</b>	<b>1447</b>



DEMOCRAT (cont.)

<b>Register of Deeds</b>	<u>PREC. 1</u>	<u>PREC. 2</u>	<u>PREC. 3</u>	<u>TOTAL</u>
Blanks	511	534	392	1437
Write-ins	5	3	2	10
<b><u>Total</u></b>	<b>516</b>	<b>537</b>	<b>394</b>	<b>1447</b>

**County Commissioner**

Blanks	140	125	105	370
Ronald J. Bergstrom	376	406	289	1071
Write-ins	0	6	0	6
<b><u>Total</u></b>	<b>516</b>	<b>537</b>	<b>394</b>	<b>1447</b>

LIBERTARIAN

<b>Senator in Congress</b>	<u>PREC. 1</u>	<u>PREC. 2</u>	<u>PREC. 3</u>	<u>TOTAL</u>
Blanks	6	2	3	11
Write-ins	0	1	1	2
<b><u>Total</u></b>	<b>6</b>	<b>3</b>	<b>4</b>	<b>13</b>

**Governor**

Blanks	6	2	3	11
Write-ins	0	1	1	2
<b><u>Total</u></b>	<b>6</b>	<b>3</b>	<b>4</b>	<b>13</b>

**Lieutenant Governor**

Blanks	6	2	4	12
Write-ins	0	1	0	1
<b><u>Total</u></b>	<b>6</b>	<b>3</b>	<b>4</b>	<b>13</b>

**Attorney General**

Blanks	6	2	3	11
Write-ins	0	1	1	2
<b><u>Total</u></b>	<b>6</b>	<b>3</b>	<b>4</b>	<b>13</b>

**Secretary of State**

Blanks	6	2	3	11
Write-ins	0	1	1	2
<b><u>Total</u></b>	<b>6</b>	<b>3</b>	<b>4</b>	<b>13</b>

**Treasurer**

Blanks	6	2	4	12
Write-ins	0	1	0	1
<b><u>Total</u></b>	<b>6</b>	<b>3</b>	<b>4</b>	<b>13</b>

**Auditor**

Blanks	6	0	0	6
Daniel Fishman	0	3	4	7
Write-ins	0	0	0	0
<b><u>Total</u></b>	<b>6</b>	<b>3</b>	<b>4</b>	<b>13</b>

**Representative in Congress**

Blanks	6	2	4	12
Write-ins	0	1	0	1
<b><u>Total</u></b>	<b>6</b>	<b>3</b>	<b>4</b>	<b>13</b>

**Councillor**

Blanks	6	2	4	12
Write-ins	0	1	0	1
<b><u>Total</u></b>	<b>6</b>	<b>3</b>	<b>4</b>	<b>13</b>

LIBERTARIAN (cont.)

<b>Senator in General Court</b>	<u>PREC. 1</u>	<u>PREC. 2</u>	<u>PREC. 3</u>	<u>TOTAL</u>
Blanks	6	2	3	11
Write-ins	0	1	1	2
<b><u>Total</u></b>	<b>6</b>	<b>3</b>	<b>4</b>	<b>13</b>
<b>Rep. in General Court</b>				
Blanks	6	2	3	11
Write-ins	0	1	1	2
<b><u>Total</u></b>	<b>6</b>	<b>3</b>	<b>4</b>	<b>13</b>
<b>District Attorney</b>				
Blanks	6	2	4	12
Write-ins	0	1	0	1
<b><u>Total</u></b>	<b>6</b>	<b>3</b>	<b>4</b>	<b>13</b>
<b>Clerk of Courts</b>				
Blanks	6	2	3	11
Write-ins	0	1	1	2
<b><u>Total</u></b>	<b>6</b>	<b>3</b>	<b>4</b>	<b>13</b>
<b>Register of Deeds</b>				
Blanks	6	2	4	12
Write-ins	0	1	0	1
<b><u>Total</u></b>	<b>6</b>	<b>3</b>	<b>4</b>	<b>13</b>
<b>County Commissioner</b>				
Blanks	6	2	4	12
Write-ins	0	1	0	1
<b><u>Total</u></b>	<b>6</b>	<b>3</b>	<b>4</b>	<b>13</b>

REPUBLICAN

<b>Senator in Congress</b>				
Blanks	24	13	6	43
Geoff Diehl	179	159	171	509
John Kingston	71	73	59	203
Beth Joyce Lindstrom	65	56	50	171
Write-ins	0	1	0	1
<b><u>Total</u></b>	<b>339</b>	<b>302</b>	<b>286</b>	<b>927</b>
<b>Governor</b>				
Blanks	8	6	7	21
Charles D. Baker	217	188	167	572
Scott D. Lively	114	108	111	333
Write-ins	0	0	1	1
<b><u>Total</u></b>	<b>339</b>	<b>302</b>	<b>286</b>	<b>927</b>
<b>Lieutenant Governor</b>				
Blanks	78	71	53	202
Karyn E. Polito	261	230	229	720
Write-ins	0	1	4	5
<b><u>Total</u></b>	<b>339</b>	<b>302</b>	<b>286</b>	<b>927</b>
<b>Attorney General</b>				
Blanks	53	54	36	143
James R. McMahon III	215	194	190	599
Daniel L. Shores	71	54	59	184
Write-ins	0	0	1	1
<b><u>Total</u></b>	<b>339</b>	<b>302</b>	<b>286</b>	<b>927</b>

REPUBLICAN (cont.)

<b>Secretary of State</b>	<b><u>PREC. 1</u></b>	<b><u>PREC. 2</u></b>	<b><u>PREC. 3</u></b>	<b><u>TOTAL</u></b>
Blanks	85	90	64	239
Anthony M. Amore	254	211	220	685
Write-ins	0	1	2	3
<b><u>Total</u></b>	<b>339</b>	<b>302</b>	<b>286</b>	<b>927</b>
<b>Treasurer</b>				
Blanks	91	94	69	254
Keiko M. Orrall	247	208	216	671
Write-ins	1	0	1	2
<b><u>Total</u></b>	<b>339</b>	<b>302</b>	<b>286</b>	<b>927</b>
<b>Auditor</b>				
Blanks	94	94	67	255
Helen Brady	245	208	218	671
Write-ins	0	0	1	1
<b><u>Total</u></b>	<b>339</b>	<b>302</b>	<b>286</b>	<b>927</b>
<b>Representative in Congress</b>				
Blanks	78	81	57	216
Peter D. Tedeschi	261	221	228	710
Write-ins	0	0	1	1
<b><u>Total</u></b>	<b>339</b>	<b>302</b>	<b>286</b>	<b>927</b>
<b>Councillor</b>				
Blanks	92	84	64	240
Thomas F. Keyes	247	218	221	686
Write-ins	0	0	1	1
<b><u>Total</u></b>	<b>339</b>	<b>302</b>	<b>286</b>	<b>927</b>
<b>Senator in General Court</b>				
Blanks	81	76	55	212
John G. Flores	258	226	230	714
Write-ins	0	0	1	1
<b><u>Total</u></b>	<b>339</b>	<b>302</b>	<b>286</b>	<b>927</b>
<b>Rep. in General Court (1<sup>st</sup> Barn)</b>				
Blanks	43	35		78
Timothy R. Whelan	296	267		563
Write-ins	0	0		0
<b><u>Total</u></b>	<b>339</b>	<b>302</b>		<b>641</b>
<b>Rep. in General Court (4<sup>th</sup> Barn)</b>				
Blanks			280	280
Write-ins			6	6
<b><u>Total</u></b>			<b>286</b>	<b>286</b>
<b><u>Rep. in General Court Total</u></b>	<b>339</b>	<b>302</b>	<b>286</b>	<b>927</b>
<b>District Attorney</b>				
Blanks	73	67	54	194
Michael D. O'Keefe	266	234	230	730
Write-ins	0	1	2	3
<b><u>Total</u></b>	<b>339</b>	<b>302</b>	<b>286</b>	<b>927</b>
<b>Clerk of Courts</b>				
Blanks	76	75	51	202
Scott W. Nickerson	263	227	234	724
Write-ins	0	0	1	1
<b><u>Total</u></b>	<b>339</b>	<b>302</b>	<b>286</b>	<b>927</b>

REPUBLICAN (cont.)

**Register of Deeds**

	<u>PREC. 1</u>	<u>PREC. 2</u>	<u>PREC. 3</u>	<u>TOTAL</u>
Blanks	78	76	58	212
John F. Meade	261	226	227	714
Write-ins	0	0	1	1
<u>Total</u>	<b>339</b>	<b>302</b>	<b>286</b>	<b>927</b>

**County Commissioner**

Blanks	76	79	53	205
Leo G. Cakounes	266	222	232	720
Write-ins	0	1	1	2
<u>Total</u>	<b>339</b>	<b>302</b>	<b>286</b>	<b>927</b>

A True Copy Attest;

Colette M. Williams, CMC/CMMC  
Town Clerk  
Brewster, MA

# NOVEMBER 6<sup>th</sup>, 2018

## STATE ELECTION REPORT

In accordance with the warrant, the inhabitants of Brewster, qualified to vote in the **State Election** met at the Brewster Baptist Church, 1848 Main Street, Brewster, on **Tuesday, November 6<sup>th</sup>, 2018**.

The elections workers duly sworn-in were; Donald Curtis Taylor, Warden; Jackalyn Courchesne, Precinct One Clerk; Edward Swiniarski, Precinct 2 Clerk; Cynthia Mathison, Precinct 3 Clerk. The Checkers and Counters are: Sally Andreola Barbara Bartolome, Susan Broderick, Patricia Busch, June Cameron, George Carey, James Eddy, Mary Eddy, Lauren Elliot-Grunes, Beth Finch, Myles Franklin, Patricia Galante, Robert Gaughran, Amy Harbeck, Robert Harris, Terri Iaccheri, Aline Johnson, Ellie Johnson, Peter Johnson, Linda Kaiser, Cheryl Kimberley, Marilyn Lahive, Terry Mannix, Tammi Mason, Mary Myers, Mary Jo Nabywaniec, Carolyn Noering, Thomas Noering, Glenda Normand, Marjorie Oliver, Sara Provos, Dave Quinn, Judy Rowe, Christine Rossiter, Joan Scheffer, Peter Scheffer, Pamela Smith, Pat Stanley, Lynn St. Cyr, Emily Sumner, Elizabeth Taylor, Tom Thatcher, Elbert Ulshoeffer, David Whitney, and Assistant Town Clerk, Jayanne Sci.

The polls were declared open at 7:00 am. With 8,103 registered voters able to participate. The polls were closed at 8:00 pm with the following results:

<b><u>Early Voting Totals:</u></b>	<b><u>Prec. 1</u></b>	<b><u>Prec. 2</u></b>	<b><u>Prec. 3</u></b>	<b><u>Total</u></b>
October 22 <sup>nd</sup> , 2018	68	71	70	209
October 23 <sup>rd</sup> , 2018	72	73	41	186
October 24 <sup>th</sup> , 2018	55	60	59	174
October 25 <sup>th</sup> , 2018	47	51	43	141
October 26 <sup>th</sup> , 2018	54	49	53	156
October 27 <sup>th</sup> , 2018	18	21	9	48
October 29 <sup>th</sup> , 2018	69	68	79	216
October 30 <sup>th</sup> , 2018	75	72	77	224
October 31 <sup>st</sup> , 2018	70	85	60	215
November 1 <sup>st</sup> , 2018	67	94	74	235
November 2 <sup>nd</sup> 2018	<u>122</u>	<u>99</u>	<u>86</u>	<u>307</u>
<b>Total</b>	<b>717</b>	<b>743</b>	<b>651</b>	<b>2111</b>
<b><u>Voter Percentage:</u></b>				<b>26%</b>

<b><u>Hourly Totals at the Polls:</u></b>	<b><u>Prec. 1</u></b>	<b><u>Prec. 2</u></b>	<b><u>Prec. 3</u></b>	<b><u>Total</u></b>
8:00 am	134	139	126	399
9:00 am	227	244	206	677
10:00 am	344	373	325	1042
11:00 am	490	508	461	1459
12:00 pm	627	635	608	1870
1:00 pm	725	739	677	2141
2:00 pm	839	816	748	2403
3:00 pm	917	896	826	2639
4:00 pm	995	958	907	2860
5:00 pm	1104	1077	1044	3225
6:00 pm	1234	1174	1188	3596
7:00 pm	1297	1225	1264	3786
8:00 pm	<b>1324</b>	<b>1239</b>	<b>1290</b>	<b>3853</b>
<b><u>HANDCOUNT/UOCAVA</u></b>	<b>13</b>	<b>16</b>	<b>10</b>	<b>39</b>
<b><u>Voter Percentage:</u></b>				<b>47.5%</b>
<b><u>Total Percentage Turnout:</u></b>				<b>74%</b>

<b><u>Senator in Congress</u></b>	<b><u>Prec. 1</u></b>	<b><u>Prec. 2</u></b>	<b><u>Prec. 3</u></b>	<b><u>Total</u></b>
Elizabeth A. Warren	1198	1152	1070	3420
Geoff Diehl	756	742	783	2281
Shiva Ayyadurai	75	79	72	226
Write-ins	1	3	1	5
Blanks	<u>23</u>	<u>23</u>	<u>25</u>	<u>71</u>
<b>Total</b>	<b>2053</b>	<b>1999</b>	<b>1951</b>	<b>6003</b>

**Governor/Lt. Governor**

Baker and Polito	1376	1405	1386	<b>4167</b>
Gonzalez and Palfrey	625	541	516	<b>1682</b>
Write-ins	5	5	5	<b>15</b>
Blanks	<u>47</u>	<u>48</u>	<u>44</u>	<b><u>139</u></b>
<b>Total</b>	<b>2053</b>	<b>1999</b>	<b>1951</b>	<b>6003</b>

**Attorney General**

Maura Healey	1358	1325	1223	<b>3906</b>
James R. McMahon, III	676	642	702	<b>2020</b>
Write-ins	0	2	0	<b>2</b>
Blanks	<u>19</u>	<u>30</u>	<u>26</u>	<b><u>75</u></b>
<b>Total</b>	<b>2053</b>	<b>1999</b>	<b>1951</b>	<b>6003</b>

**Secretary of State**

William Francis Galvin	1386	1348	1268	<b>4002</b>
Anthony M. Amore	568	531	583	<b>1682</b>
Juan G. Sanchez, Jr.	57	70	63	<b>190</b>
Write-ins	0	0	0	<b>0</b>
Blanks	<u>42</u>	<u>50</u>	<u>37</u>	<b><u>129</u></b>
<b>Total</b>	<b>2053</b>	<b>1999</b>	<b>1951</b>	<b>6003</b>

**Treasurer**

Deborah B. Goldberg	1277	1233	1140	<b>3650</b>
Keiko M. Orrall	639	609	667	<b>1915</b>
Jamie M. Guerin	71	73	65	<b>209</b>
Write-ins	0	2	0	<b>2</b>
Blanks	<u>66</u>	<u>82</u>	<u>79</u>	<b><u>227</u></b>
<b>Total</b>	<b>2053</b>	<b>1999</b>	<b>1951</b>	<b>6003</b>

**Auditor**

Suzanne M. Bump	1204	1143	1066	<b>3413</b>
Helen Brady	677	653	691	<b>2021</b>
Daniel Fishman	55	62	62	<b>179</b>
Edward J. Stamas	50	47	44	<b>141</b>
Write-ins	0	1	1	<b>2</b>
Blanks	<u>67</u>	<u>93</u>	<u>87</u>	<b><u>247</u></b>
<b>Total</b>	<b>2053</b>	<b>1999</b>	<b>1951</b>	<b>6003</b>

**Representative in Congress**

Bill Keating	1334	1308	1223	<b>3865</b>
Peter D. Tedeschi	698	667	704	<b>2069</b>
Write-ins	0	1	0	<b>1</b>
Blanks	<u>21</u>	<u>23</u>	<u>24</u>	<b><u>68</u></b>
<b>Total</b>	<b>2053</b>	<b>1999</b>	<b>1951</b>	<b>6003</b>

**Councillor**

	<b><u>Prec. 1</u></b>	<b><u>Prec. 2</u></b>	<b><u>Prec. 3</u></b>	<b><u>Total</u></b>
Joseph C. Ferreira	1207	1189	1106	<b>3502</b>
Thomas F. Keyes	768	707	757	<b>2232</b>
Write-ins	1	1	0	<b>2</b>
Blanks	<u>77</u>	<u>102</u>	<u>88</u>	<b><u>267</u></b>
<b>Total</b>	<b>2053</b>	<b>1999</b>	<b>1951</b>	<b>6003</b>

**Senator in General Court**

Julian Andre Cyr	1304	1277	1187	<b>3768</b>
John G. Flores	712	682	726	<b>2120</b>
Write-ins	1	1	0	<b>2</b>
Blanks	<u>36</u>	<u>39</u>	<u>38</u>	<b><u>113</u></b>
<b>Total</b>	<b>2053</b>	<b>1999</b>	<b>1951</b>	<b>6003</b>

**Representative in General Court (1<sup>st</sup>)**

Timothy R. Whelan	1061	994		<b>2055</b>
Steven Leibowitz	948	950		<b>1898</b>
Write-ins	0	1		<b>1</b>

Blanks	<u>44</u>	<u>54</u>		<b>98</b>
<b>Total</b>	<b>2053</b>	<b>1999</b>		<b>4052</b>
<b><u>Representative in General Court (4<sup>th</sup>)</u></b>				
Sarah K. Peake			1460	<b>1460</b>
Write-ins			21	<b>21</b>
Blanks			<u>470</u>	<b><u>470</u></b>
<b>Total</b>			<b>1951</b>	<b>1951</b>
<b>1<sup>st</sup> &amp; 4 District Totals</b>	<b>2053</b>	<b>1999</b>	<b>1951</b>	<b>6003</b>
<b><u>District Attorney</u></b>				
Michael D. O'Keefe	1400	1390	1374	<b>4164</b>
Write-ins	17	16	16	<b>49</b>
Blanks	<u>636</u>	<u>593</u>	<u>561</u>	<b><u>1790</u></b>
<b>Total</b>	<b>2053</b>	<b>1999</b>	<b>1951</b>	<b>6003</b>
<b><u>Clerk of Courts</u></b>				
Scott W. Nickerson	1390	1373	1381	<b>4144</b>
Write-ins	10	9	10	<b>29</b>
Blanks	<u>653</u>	<u>617</u>	<u>560</u>	<b><u>1830</u></b>
<b>Total</b>	<b>2053</b>	<b>1999</b>	<b>1951</b>	<b>6003</b>
<b><u>Register of Deeds</u></b>				
John F. Meade	1392	1380	1370	<b>4142</b>
Write-ins	10	7	4	<b>21</b>
Blanks	<u>651</u>	<u>612</u>	<u>577</u>	<b><u>1840</u></b>
<b>Total</b>	<b>2053</b>	<b>1999</b>	<b>1951</b>	<b>6003</b>
<b><u>County Commissioner</u></b>				
Leo G. Cakounes	890	844	879	<b>2613</b>
Ronald J. Bergstrom	1072	1045	969	<b>3086</b>
Write-ins	0	2	0	<b>2</b>
Blanks	<u>91</u>	<u>108</u>	<u>103</u>	<b><u>302</u></b>
<b>Total</b>	<b>2053</b>	<b>1999</b>	<b>1951</b>	<b>6003</b>
<b><u>Assembly of Delegates</u></b>				
Mary W. Chaffee	1100	1091	1058	<b>3249</b>
Madhavi Venkatesan	677	644	621	<b>1942</b>
Write-ins	1	0	0	<b>1</b>
Blanks	<u>275</u>	<u>264</u>	<u>272</u>	<b><u>811</u></b>
<b>Total</b>	<b>2053</b>	<b>1999</b>	<b>1951</b>	<b>6003</b>
<b><u>Question 1</u></b>				
<b><u>Limit Patients to Nurses</u></b>	<b><u>Prec. 1</u></b>	<b><u>Prec. 2</u></b>	<b><u>Prec. 3</u></b>	<b><u>Total</u></b>
Yes	707	740	662	<b>2109</b>
No	1302	1203	1254	<b>3759</b>
Blanks	<u>44</u>	<u>56</u>	<u>35</u>	<b><u>135</u></b>
<b>Total</b>	<b>2053</b>	<b>1999</b>	<b>1951</b>	<b>6003</b>
<b><u>Question 2</u></b>				
<b><u>Elections Commission/US Constitution Changes</u></b>				
Yes	1472	1463	1341	<b>4276</b>
No	520	488	558	<b>1566</b>
Blanks	<u>61</u>	<u>48</u>	<u>52</u>	<b><u>161</u></b>
<b>Total</b>	<b>2053</b>	<b>1999</b>	<b>1951</b>	<b>6003</b>
<b><u>Question 3</u></b>				
<b><u>Gender Identity Discrimination</u></b>				
Yes	1439	1403	1296	<b>4138</b>
No	566	555	614	<b>1735</b>
Blanks	<u>48</u>	<u>41</u>	<u>41</u>	<b><u>130</u></b>
<b>Total</b>	<b>2053</b>	<b>1999</b>	<b>1951</b>	<b>6003</b>

A True Copy Attest:  
Colette M. Williams  
CMC/CMMC  
Town Clerk  
Brewster, MA

# DECEMBER 3<sup>RD</sup>, 2018

## SPECIAL TOWN MEETING REPORT

In accordance with the Warrant, the Special Town Meeting was held in the Stony Brook Elementary School Cafetorium on Monday, December 3<sup>rd</sup>, 2018.

The tellers were Pamela Smith, Cynthia Mathison, Lauren Elliott-Grunes, David Quinn, Edward Swiniarski, June Cameron, Tammi Mason, Jayanne Sci, Assistant Town Clerk and Thaddeus Nabywaniec, Francis L. Smith, Board of Registrars.

A quorum was present with 1292 of 8,129 eligible voters, equaling 16%

The Moderator called the Special Town Meeting of December 3<sup>rd</sup>, 2018 to order at 7:30pm after waiting for the lobby to be checked-in.

Town Moderator Charles Sumner swore in Michael Gradone as an Assistant Town Moderator for the Library room.

At this time the Town Moderator held a moment of silence for Damien Larsen, a Stony Brook elementary school student who had recently passed away.

The Moderator verified service of the Warrant with the Town Constable, Roland Bassett, Jr. on November 7<sup>th</sup>, 2018, being no objections the Moderator dispensed with the reading of the Articles.

11:18pm - **Select Board Chair Cynthia Bingham**: I move to discuss Articles 1, 2, and 3 at the same time.

**Action**: Voice. Adopted.

### **UNPAID BILLS**

**ARTICLE NO. 1**: To see what sums the Town will vote to appropriate, and also to raise, borrow pursuant to an applicable statute or transfer from available funds for the payment, pursuant to Chapter 44 Section 64 of the Massachusetts General Laws, of unpaid bills from previous fiscal years, including any bills now on overdraft:

	<i>Vendor</i>	<i>Amount</i>
a.	R.E. Brown & Company	\$3,500.00
b.	Mass Bay Co.	\$206.00
c.	Cape & Vineyard Electric Cooperative, Inc	\$251.00
d.	Barnstable County Retirement Association	\$42,309.00
e.	O.P.E.I.U Local 6	\$329.00
f.	Limerick Steeplejacks, Inc.	\$72,000.00
<b>Total</b>		<b>\$118,595.00</b>

Or to take any other action relative thereto.

(Board of Selectmen)

(Nine-tenth Vote Required)

**Select Board Chair Cynthia Bingham**: I move to approve article no. 1 as printed in the warrant and to transfer the sums of \$46,060.00 from General Insurance account; \$206.00 from the Golf Reserve Fund; and \$72,329.00 from the Water Reserve Fund for these purposes.

**Action on article no. 1**: Voice. Adopted Unanimously.



## **BUDGETARY TRANSFERS**

**ARTICLE NO. 2:** To see what sums the Town will vote to transfer into various line items of the Fiscal Year 2019 General Fund operating budget from other line items of said budget and from other available funds:

	<i>FROM</i>	<i>TO</i>	<i>AMOUNT</i>
a.	Planning Department	Assessments, Pleasant Bay Alliance	\$910
b.	Recreation Revolving Fund	Retirement Budget	\$8,690
c.	Road Betterment Receipts Reserved	Road Betterment Debt Budget	\$118,935
d.	Water Revenues	Water Betterment Debt Budget	\$5,878
e.	Council on Aging & Natural Resources	Finance & Operations	\$37,500
f.	Natural Resources & Department of Public Works	Selectman & Town Administrator	\$37,500

Or to take any other action relative thereto.

(Board of Selectmen)

(Majority Vote Required)

**Select Board Chair Cynthia Bingham:** I move to approve article no. 2 as printed in the warrant for items (a) through (d), and, further, to transfer the following sums: \$23,500.00 from Council on Aging to Finance & Operations; \$14,000.00 from Natural Resources to Finance & Operations; \$16,500.00 from Natural Resources to Selectman & Town Administrator and \$21,000.00 from Public Works to Selectman & Town Administrator for these purposes.

**Action on article no. 2:** Voice. Adopted Unanimously.

## **RESCIND AUTHORIZATIONS**

**ARTICLE NO. 3:** To see if the Town will vote to rescind the following funding authorizations as voted in Article 10 of the May 7, 2018 Annual Town Meeting:

<i>DEPARTMENT</i>	<i>ITEM</i>	<i>AMOUNT TO BE RESCINDED</i>
Natural Resources	Long Pond Boat Ramp	\$115,000 transferred from Article 10 of the September 2, 2015 Special Town Meeting
Natural Resources	Upper Mill Pond	\$148,720 transferred from Article 10 of the September 2, 2015 Special Town Meeting

Or to take any other action relative thereto.

(Board of Selectmen)

(Majority Vote Required)

**Select Board Chair Cynthia Bingham:** I move to approve article no. 3 as printed in the warrant.

**Action on article no. 3:** Voice. Adopted Unanimously.

### **AMBULANCE RESERVE FUND**

**ARTICLE NO. 4:** To see if the Town will vote to appropriate ***TWENTY-FIVE THOUSAND DOLLARS (\$25,000)*** from the Ambulance Receipts Reserved for Appropriation Special Revenue Fund, in accordance with Massachusetts General Law Chapter 40, Section 5F, for the purpose of offsetting costs associated with implementing new mandated State OSHA laws, funding a promotional exam process and department training; all expenditures to be made by the Fire Department, subject to the approval of the Town Administrator, or to take any other action relative thereto.

(Board of Selectmen)

(Majority Vote Required)

**Select Board Member David Whitney:** I move to approve article no. 4 as printed in the warrant.

**Action on article no. 4:** Voice. Adopted.

### **TRI TOWN SEPTAGE TREATMENT FACILITY DEMOLITION**

**ARTICLE NO. 5:** To see if the Town will vote to raise and appropriate, transfer from available funds, or authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow ***TWO HUNDRED NINETY THOUSAND FIVE HUNDRED DOLLARS (\$290,500)***, under and pursuant to Massachusetts General Laws Chapter 44, Sections 7, (including Section 7(1)), or 8, or any other enabling authority, and to issue bonds or notes of the Town therefor; to pay professional and demolition related costs associated with the asbestos removal, demolition and site restoration of the Tri Town Septage Treatment Facility located at 29 Overland Way, Orleans Massachusetts, including all costs incidental and related thereto; and further, that any premium received by the Town upon the sale of any bonds or notes approved by the vote hereunder, less any premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved hereunder in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount, or to take any other action relative thereto.

(Board of Selectmen)

(Two-Thirds Vote Required)

**Select Board Member Mary Chaffee:** I move to approve article no. 5 as printed in the warrant and to authorize the Town Treasurer, with the approval of the Board of Selectmen, to borrow ***TWO HUNDRED NINETY THOUSAND FIVE HUNDRED DOLLARS (\$290,500)***, under and pursuant to Massachusetts General Laws Chapter 44, Sections 7, (including Section 7(1)), or 8, or any other enabling authority, and to issue bonds or notes of the Town therefor. Any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Massachusetts General Laws Chapter 44, Section, 20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

**Action on article no. 5:** Voice. Adopted by a declared 2/3 vote.

### **COMMUNITY PRESERVATION ACT FUNDING**

**ARTICLE NO. 6:** To see if the Town will vote to act upon the recommendations of the Community Preservation Committee; to appropriate from Fund Balance Reserved for future expenditures, the amounts shown below, for the purpose of future expenditures and professional services, operating and administration expenses, and reserve funds related to Community Preservation, Historic Preservation, Open Space, Community Housing and/or Recreation; where such funds are being provided as a grant to a private entity, to authorize the Board of Selectmen or its designee to enter into an enforceable grant agreement with such entity for the purposes authorized, which agreement shall include, but not be limited to a requirement that the entity provide the Town with a

permanent deed restriction in the subject property, if such property is not publicly owned, and to authorize the Board of Selectmen to accept such restrictions; and, further, to authorize the Town Administrator to enter into contracts for operating, administration and professional services related to Community Preservation, Historic Preservation, Community Housing and Open Space and/or Recreation, all as follows:

	<i>Purpose</i>	<i>Item</i>	<i>Funding Source(s)</i>	<i>Amount</i>
<b>1</b>	<b>Historic Preservation</b>			
	a. Cape Rep Theatre	Crosby Barn Rehabilitation – Phase 2	\$150,000 from Fund Balance Reserved for Historic Preservation; \$260,000 from Fund Balance Reserved for Community Preservation	\$410,000
	<b>Sub-total</b>			<b>\$410,000</b>
<b>2</b>	<b>Community Housing</b>			
	a. Habitat for Humanity of Cape Cod	Paul Hush Way affordable homeownership development – Phase 2	Fund Balance Reserved for Community Preservation	\$200,000
	b. Brewster Affordable Housing Trust	CPA eligible community housing activities	\$50,000 from Fund Balance Reserved for Community Housing; \$50,000 from Fund Balance Reserved for Community Preservation	\$100,000
	<b>Sub-total</b>			<b>\$300,000</b>
<b>3</b>	<b>Reserves for Community Preservation</b>			
	a. Cape Cod Museum of Natural History	Rehabilitation of the Lee Baldwin Trail Observation Platform and bridges	Fund Balance Reserved for Community Preservation	\$12,000
	<b>Sub-total</b>			<b>\$12,000</b>
	<b>Grand Total</b>			<b>\$722,000</b>

Or to take any other action relative thereto.

(Community Preservation Committee)

(Majority Vote Required)

**Community Preservation Committee Chair Paul Ruchinskas: I move to approve article no. 6 as printed in the warrant.**

**Amendment to main motion: I move to amend Article 6 3a. to require the museum to remove the “Private Property” sign on the south side of 6A.**

**Action on Amendment: Voter Cards. Defeated**

**Action on article no. 6 main motion: Adopted**

11:25pm

**COMMUNITY PRESERVATION ACT/Reallocation of Funds**

**ARTICLE 7:** To see what sums the Town will vote to transfer to the Community Preservation Fund reserved fund balances from the Fund Balance Reserved for Community Preservation so that such sums are available for future appropriation or to transfer from available funds in the Community Preservation Fund for particular community preservation purposes, as follows:

Item #	From:	To:	Amount
1	Fund Balance Reserved for Community Preservation	Fund Balance Reserved for Open Space	\$575,348
2	Fund Balance Reserved for Community Preservation	Fund Balance Reserved for Community Housing	\$115,070
3	Fund Balance Reserved for Community Preservation	Fund Balance Reserved for Historic Preservation	\$115,070
<b>Total</b>			<b>\$805,488</b>

Or to take any other action relative thereto.

(Community Preservation Committee)

(Majority Vote Required)

**Community Preservation Committee Chair Paul Ruchinskas:** I move to approve article no. 7 as printed in the warrant.

**Action on article no. 7:** Voice. Adopted Unanimously.

11:19pm

**TOWN CODE AMENDMENT/Wetlands Protection**

**ARTICLE NO. 8:** To see if the Town will vote to amend the Code of the Town of Brewster, Chapter 172, Wetlands Protection, Section 7 , as follows, with text to be deleted shown in ~~strike through~~ and text to be inserted shown in **bold underline**:

172-7. Action by Commission; permits.

B. Permits

(1) Permits shall expire three years from the date of issuance. Any permit may be renewed for **up to** additional ~~one~~ **three**-year periods, provided that a request for an extension is received, in writing, by the Commission 30 days prior to expiration of the permit.

Or to take any other action relative thereto.

(Board of Selectmen)

(Majority Vote Required)

**Select Board Member John Dickson:** I move to approve article no. 8 as printed in the warrant with the following amendment:

Under 172-7 B 1 line 2, the phrase “up to additional three-year periods” be replaced with “additional periods of up to three years”  
So the second sentence of this section will read:

“Any permit may be renewed for additional periods of up to three years, provided that an extension is received, in writing, by the Commission 30 days prior to expiration of the permit.”

**Action on article no. 8:** Voice. Adopted.

11:21pm

**TOWN CODE AMENDMENT/Town Meetings**

**ARTICLE NO. 9:** To see if the Town will vote to amend the Code of the Town of Brewster, Chapter 48, Article I, Section 1 and Chapter 48, Article VI, Section 8, as follows, with text to be deleted shown in ~~strike through~~ and text to be inserted shown in **bold underline**:

Article I. Annual Town Meeting

§ 48-1 Designation of time.

The Town will hold two regularly scheduled Town Meetings. The Spring Annual Town Meeting for the transaction of all business for the town, other than matters to be determined by ballot, shall be held on the first Monday in May at ~~7:00 p.m.~~ **6:00 p.m. or such later time as set forth in the warrant for the Annual Town Meeting.** The Annual Election for the election of officers and such matters as are by law determined by ballot shall be held on the third Tuesday in May. Whenever the Annual Election for the election of officers and such matters as are by law determined by ballot falls fewer than two weeks after the scheduled beginning of the Spring Annual Town Meeting then the Annual Election shall be held on the fourth Tuesday in May. The Special Town Meeting will be held ~~the third Monday in November to address the transactions of all business for the Town.~~ **between the first week of October and the first week of December.** ~~Whenever this schedule places it in the same week as Thanksgiving Day, the Special Town Meeting shall be held instead on the second Monday in November.~~

Article VI. Special Town Meetings.

§ 48-8. Designation of time.

~~The time for~~ Special Town Meetings which do not fall within Annual or other Special Town Meetings ~~shall begin at~~ ~~is changed to 7:00 p.m.~~ **6:00 p.m. or such later time as set forth in the warrant for the Special Town Meeting.** ~~to commence with the call of the next Special Town Meeting.~~

Or to take any other action relative thereto.

(Board of Selectmen)

(Majority Vote Required)

**Select Board Member John Dickson:** I move to approve article no. 9 as printed in the warrant.

**Action on article no. 9:** Voice. Adopted.

11:27pm

**TOWN CODE AMENDMENT/Dogs**

**ARTICLE NO. 10:** To see if the Town will vote to amend the Code of the Town of Brewster, Chapter 86, Article II, Section 3, as follows, with text to be deleted shown in ~~strike through~~ and text to be inserted shown in **bold underline**:

Article II. Licensing

§ 86-3. Animal Control.

LICENSE PERIOD

Between ~~April 1 and March 31~~ **January 1 and December 31**, both dates inclusive.

B. Licensing required.

(1) Effective January 1, 2003, any person residing in the Town of Brewster who, at the beginning of the license period ~~(April 1 to March 31)~~ **(January 1 to December 31)**, or who during the license period becomes the owner or keeper of a dog six months old or over, shall cause the dog to be licensed within 30 days.

Or to take any other action relative thereto.

(Board of Selectmen)

(Majority Vote Required)

**Select Board Member Mary Chaffee:** I move to approve article no. 10 as printed in the warrant.

**Action on article no. 10:** Voice. Adopted Unanimously.

**ZONING BYLAW AMENDMENT/Licensed Special Event Venue**

**ARTICLE NO. 11:** To see if the Town will vote to amend Chapter 179-2, Definitions, and 179-11, Table of Use Regulations, of the Brewster Town Code, as follows, with text to be deleted shown in ~~strike through~~ and text to be inserted shown in **bold underline**:

Purpose: The purpose of this zoning bylaw amendment is to determine the frequency of events that may proceed on an annual basis upon receipt of a license from the Select Board, and to introduce a process for permitting more frequent events.

179-2, Definitions:

Licensed Special Event Venue **Use** - A property, not specifically designed or permitted to be used for infrequent events **occurring within a 24-hour period** such as, but not limited to, art or theatrical exhibitions, concerts, dinners, parties, and weddings, to be attended by the public, including properties not expressly permitted to be rented for such occasions. **Applications for 5 or fewer events per year must receive a license from the Select Board. Applications for greater than 5 events per year must receive a Special Permit from the Board of Appeals.** provided, however, that such venue has first received a license from the Select Board for such event. **Special Permits for Special Event Venue Uses shall be renewed annually.**

179-11 Table of Use Regulations:

	RR	RL	RM	CH	VB	I	MRD	PWS-CF
<del>Licensed Special Event Venue Use (5 or less per year)</del>	P	P	P	P	P	P	P	P
<del>Licensed Special Event Venue Use (more than 5 per year)</del>	<b><u>S</u></b>	<b><u>S</u></b>	<b><u>S</u></b>	<b><u>S</u></b>	<b><u>S</u></b>	<b><u>S</u></b>	<b><u>S</u></b>	<b><u>S</u></b>

Or to take any other action relative thereto.

(Board of Selectmen)

(Two Thirds Vote Required)

**Planning Board Chair Kari Hoffmann:** I move to approve article no. 11 as printed in the warrant.

**Action on article no. 11:** Voice. Adopted Unanimously.

**•Citizen Ned Chatelain:** I move to take article no. 12 out of order.

**•Action on taking article no. 12 out of order:** Voice. Adopted

**ZONING BYLAW AMENDMENT/Accessory Dwelling Unit**

**ARTICLE NO. 12:** To see if the Town will vote to amend Chapter 179 of the Brewster Town Code, as follows, with text to be deleted shown in ~~strike through~~ and text to be inserted shown in **bold underline**:

§ 179-2, Definitions:

**ACCESSORY COMMERCIAL DWELLING UNIT (ACDU)**

**A housing unit, complete with its own sleeping, cooking and sanitary facilities, that is located within a structure containing a commercial, wholesale or industrial use, or in a separate structure on the same lot as a commercial, wholesale or industrial use.**

**An ACDU shall have no more than two bedrooms and shall have a maximum habitable area of 900 sq. ft. or 40% of the habitable area of the commercial, wholesale or industrial unit, whichever is less. Unenclosed additions constructed**

to serve an ACDU such as an entry, secondary egress or exterior stairs shall not be included in the maximum habitable area of the ACDU.

#### **ACCESSORY SINGLE FAMILY DWELLING UNIT (ADU)**

A housing unit, complete with its own sleeping, cooking and sanitary facilities, that is accessory and clearly subordinate to a principal dwelling. An ADU may be located within a single family house containing a principal dwelling, or in a building accessory to a single family house.

An ADU shall have no more than two bedrooms and shall have a maximum habitable area of 900 sq. ft. or 40% of the habitable area of the principal dwelling, whichever is less. Unenclosed additions constructed to serve an ADU such as an entry, secondary egress or exterior stairs shall not be included in the maximum habitable area of the ADU.

#### **§ 179-42.2. Accessory Single Family Dwelling Units (ADUs)**

Accessory single family dwelling units shall be permitted subject to the following standards:

- (1) An ADU may be located within or adjacent to a single family house, or in a building accessory to a single family house, subject to the Definitions of Section 179-2; the requirements of Table 1 Use Regulations and Table 2 Area Regulations/Minimum Required Lots; and all standards of this Bylaw.
- (2) An ADU may be located within a Zone II (Zone of Contribution to a Public Drinking Water Well), in the watershed of the Herring River, or the watershed to Pleasant Bay, subject to approval of a Special Permit by the Zoning Board of Appeals. All ADU's within these areas shall be required to install advanced nitrogen treatment septic systems, if deemed necessary.
- (3) All construction in connection with an ADU attached to a principal dwelling shall conform to building setbacks for a single family house in the Zoning District where it is located.
- (4) Either the principal dwelling or the ADU must be occupied by the owner of the property, as defined in Section 179-2 and the remaining dwelling unit shall be leased for periods of not less than 12 months.

The property owner shall be required to file a notarized affidavit with the Building Department annually, stating that either the principal dwelling or the accessory single family dwelling unit will be, and/or has been, used as the principal residence of the owner for the next 12 month period and that the remaining dwelling will be leased for a period of not less than 12 months.

- (5) No more than twenty (20) building permits shall be issued for the combined total of ADUs and ACDUs in a single calendar year.
- (6) There shall be no renting of rooms or boarding of lodgers in an ADU.
- (7) An ADU shall conform to all applicable State and local laws regulating new construction or new residential use including the State Building Code, and applicable plumbing, electrical, fire, health and conservation regulations and bylaws. A Certificate of Occupancy shall be required for any ADU.
- (8) There shall be no more than two residential units in total on a lot containing an ADU.
- (9) A minimum of one parking space per bedroom of the ADU shall be provided.
- (10) An ADU shall be clearly subordinate in use, size and design to the principal single family dwelling. An ADU shall be designed so that, to the maximum extent practical, the appearance of the property on which it is to be located remains that of a single-family residential property and the privacy of abutting properties is maintained.

**§ 179-42.3. Accessory Commercial Dwelling Units (ACDUs)**

**Accessory single family dwelling units shall be permitted subject to the following standards:**

- (1) An ACDU may be located within or adjacent to a commercial building, or in a building on the same lot as a commercial use, subject to the Definitions of Section 179-2; the requirements of Table 1 Use Regulations and Table 2 Area Regulations/Minimum Required Lots; and all standards of this Bylaw.**
- (2) An ACDU may be located in a Commercial High Density or Village Business District.**
- (3) An ACDU may be located within a Zone II (Zone of Contribution to a Public Drinking Water Well), in the watershed of the Herring River, or the watershed to Pleasant Bay, subject to approval of a Special Permit by the Zoning Board of Appeals. All ADU's within these areas shall be required to install advanced nitrogen treatment septic systems, if deemed necessary.**
- (4) All construction in connection with an ACDU shall conform to building setbacks for a commercial building in the Zoning District where it is located.**
- (5) The property owner shall be required to file a notarized affidavit with the Building Department annually, stating that the ACDU will be, and/or has been, leased for a period of not less than 12 months.**
- (6) No more than twenty (20) building permits shall be issued for the combined total of ADUs and ACDUs in a single calendar year.**
- (7) There shall be no renting of rooms or boarding of lodgers in an ACDU.**
- (8) An ACDU shall conform to all applicable State and local laws regulating new construction or new residential use including the State Building Code and applicable plumbing, electrical, fire, health and conservation regulations and bylaws. A Certificate of Occupancy shall be required for any ACDU.**

§ 179-11, Use Regulations:

	RR	RL	RM	CH	VB	I	MRD	PWS-CF
<b><u>1. Accessory commercial dwelling unit "ACDU"</u></b>	-	-	-	<u>S</u>	<u>S</u>	-	-	-
<b><u>2. Accessory single family dwelling unit "ADU" on a lot of 30,000 square feet or more.</u></b>	<u>P</u>	<u>P</u>	<u>P</u>	<u>S</u>	<u>S</u>	-	-	-
<b><u>3. Accessory single family dwelling unit "ADU" on a lot less than 30,000 square feet.</u></b>	<u>S</u>	<u>S</u>	<u>S</u>	<u>S</u>	<u>S</u>	-	-	-

§ 179-16, Area Regulations:

1: In general, only one principal structure shall be permitted on one lot. The exceptions are planned residential developments, row commercial development, subsidized elderly housing, planned business developments, community facilities, **building and construction trade shop or garage uses, public utilities, accessory single-family dwelling units (ADUs), and accessory commercial dwelling units (ACDUs) that comply with all provisions of Sections 179-42.2 and 179-42.3, respectively. ADU's may be permitted by right in the R-L, R-M and R-R zoning districts on lots of 30,000 square feet or greater, by Special Permit in these districts on lots less than 30,000 square feet, and by Special Permit in the C-H, V-B and I zoning districts.** Also, residential lots may contain two single-family units if the lot is twice that required by the Table of Area Regulations for single-family residences in that district and if each unit is provided proper street access.

And (b.) by amending Note 13, as follows:



13. An owner-occupied building containing two dwelling units, one of which shall be an accessory apartment with a net floor living area not exceeding 600 square feet, and including not more than one bedroom, a kitchen, living room and bath, shall be allowed by a special permit granted by the Board of Appeals. Such dwelling shall be deemed to be owner-occupied if either dwelling unit is occupied by the property owner of record on a year-round basis, except for bona fide temporary absences during which the unit is not rented. ~~The apartment shall be restricted to use by the property owner's immediate family, including in-laws (mother, father, brother, sister), and/or a health care professional providing a service to the above family and is defined as a "dwelling, one family, with accessory apartment".~~

§ 179 Article 2, Definitions

Delete the following definitions, which will be superceded by definitions for Accessory Dwelling Units and Accessory Commercial Dwelling Units. (note: The existing zoning bylaw definition for Affordable Housing is unchanged.)

~~AFFORDABLE ACCESSORY COMMERCIAL DWELLING UNIT (AACDU)~~

~~Affordable housing as an accessory use in a commercial district. It shall have a maximum of one bedroom and a maximum of 600 square feet of area.~~

~~[Added 11-5-2007 FYTM, Art. 20]~~

~~AFFORDABLE ACCESSORY SINGLE FAMILY DWELLING UNIT (AADU)~~

~~Affordable housing, either attached or detached, as an accessory use to a single-family dwelling. It shall have a maximum of two bedrooms and a maximum of 900 square feet of area.~~

~~[Added 11-5-2007 FYTM, Art. 20]~~

§ 179-42.1 Affordable Housing

Remove section 179-42.1 Paragraph B, by deleting general condition 4; and to amend 179-42.1 Paragraph C, Standards by deleting Subparagraph (1), and Subparagraph (2).

§ 179-11, Table of Use Regulations

Amend Chapter 179, Attachment 1 (Table 1 Use Regulations), by deleting Affordable Accessory Commercial Dwelling Unit (AACDU) and Affordable Accessory Single Family Dwelling Unit (AADU) and all designations for where these uses are allowed.

Or to take any other action relative thereto.

(Planning Board)

(Two Thirds Vote Required)

**Planning Board Chair Kari Hoffmann:** I move to approve article no. 12 as printed in the warrant.

**Citizen Tim Holmes:** I move to amend Section 6 to allow commercial ACDU developers 10 and 10 for residential homeowners.

**Action on Amendment:** Voice. Adopted.

**Action on article no. 12 amended main motion:** Voice. Adopted by a declared 2/3 vote.

\*7:45pm – Per Petitioner –Articles 13, 15, & 14 discussed together in this order.

**CITIZEN'S PETITION/Town Code Amendment/Prohibition on Marijuana Establishments**

**ARTICLE NO. 13:** To see if the Town will vote to amend the Brewster Town Code Section 59 of the Town's General Bylaws, Miscellaneous Bylaws, by deleting Section 59 Definitions and adding the following new section 59:

(a) Prohibition

In accordance with Massachusetts General Laws Chapter 94G, Section3(a)(2), all types of marijuana establishments as defined in Massachusetts General Laws Chapter 94G, Section 1 and as may otherwise be defined by Massachusetts law or regulation, to include, without limitation, all marijuana cultivators, marijuana testing facilities, marijuana

product manufacturers, marijuana retailers, on-site consumption of marijuana at a marijuana retailer location, any other types of licensed marijuana-related businesses, and the conducting of any such activity for commercial purposes by whichever name used, shall be prohibited within the Town of Brewster.

This prohibition shall not be construed to affect the medical use of marijuana as expressly authorized by the provisions of Chapter 369 of the Acts of 2012 and 105 CMR 725.000, as may be amended from time to time, or take any other action relative thereto.

(Citizen's Petition)

(Majority Vote Required)

**William Henchy:** I move to approve article no. 13 as printed in the warrant.

**Amendment on main motion:** No provisions in this article shall apply to the conversion to adult retail sales by medical Registered Marijuana Dispensary applicants in the town of Brewster that has secured a duly issued provisional certificate of Registration from the Massachusetts Department of Public Health not later than July 1, 2017.

**Action on article no. 13 amended motion:** Count Yes – 487, No – 678. Defeated

**Amendment to main motion:** I move to amend the motion under Article 13 by removing the words “deleting Section 59 Definition” and by deleting the words “Section 59” where it appears and replacing those words with the words “Chapter 59”.

**Action on second amendment:** Voter Card. Adopted.

**Action on article no. 13 amended main motion:** Count Yes – 632, No 561. Adopted.

**Citizen Steve Albahari:** I move to reconsider article no. 13.

**Action on article 13 motion to reconsider:** Counted. Yes – 338, No – 537. Defeated.

10:26pm

●**Citizen Jessica Larsen:** I move to adjourn Town Meeting until December 10<sup>th</sup> at 7pm in the Stony Brook Elementary School.

●**Action on adjourning Town Meeting Motion:** Voice. Defeated.

10:47 pm

**CITIZEN'S PETITION/Zoning Bylaw Amendment/Table of Use Regulations**

**ARTICLE NO. 14:** To see if the Town will vote to amend Section 179-11 of the Brewster Code (Zoning By-law), table of use regulations, by deleting the current Table of Use Regulations relating to Marijuana Cultivators, Marijuana Product Manufacturer, Independent Testing Laboratories, Marijuana Retailers, Any Other Licensed Recreational Marijuana Establishments, and Medical Marijuana Dispensaries (MMD) and replacing it with the following Table of Uses, or to take any other action relative thereto:

	R-R	R-L	R-M	C-H	VB	I	MRD	PWS- CF
Marijuana Cultivator	-	-	-	-	-	S	-	-
Marijuana Product Manufacturer	-	-	-	-	-	S	-	-
Independent Testing Laboratory	-	-	-	-	-	S	-	-
Marijuana Retailer	-	-	-	-	-	-	-	-
Any Other Licensed Recreational	-	-	-	-	-	-	-	-

Marijuana Establishment								
Medical Marijuana Dispensary	-	-	-	S	S	-	-	-

(Citizen's Petition)

(Two Thirds Vote Required)

**William Henchy:** I move to indefinitely postpone article no. 14.

**Action on article 14:** Voice. Adopted.

9:54 pm

**CITIZEN'S PETITION/Zoning Bylaw Amendment/Recreational Marijuana Establishments**

**ARTICLE NO. 15:** To see if the Town will vote to Amend section 179-38.5 of the Brewster Code (Zoning By-Law) by deleting subsection 179-38.5(a) in its entirety, and substituting the following subsection 179-38.5(a):

"No RME shall be located within 1,000 feet, as measured from each line of the subject lot, of the following pre-existing uses: a public or private school where children attend classes in preschool programs, kindergarten programs or grades 1 to 12, inclusive, or any religious classes conducted by a house of worship; a public park; a playground; or a children's camp."

or to take any other action relative thereto.

(Citizen's Petition)

(Two Thirds Vote Required)

**William Henchy:** I move that the Town vote to Amend section 179-38.5 of the Brewster Code (Zoning By-Law) by deleting subsection 179-38.5(a) in its entirety, and substituting the following subsection 179-38.5(a):

"No RME shall be located on a lot within 1,000 feet, as measured from each line of the subject lot, of a lot that contains any the following pre-existing uses: a public or private school where children attend classes in preschool programs, kindergarten programs or grades 1 to 12, inclusive, or any religious classes conducted by a house of worship; a childcare center; a public park; a playground; or a children's camp."

**Action on article no. 15:** Counted. Yes – 567, No – 400. Defeated.

**Citizen Elbert Ulshoeffer:** I move to indefinitely postpone article no. 15.

**Action on motion:** Voice. Defeated.

**OTHER BUSINESS**

**ARTICLE NO. 16:** To act upon any other business that may legally come before this meeting; or to take any other action relative thereto.

(Board of Selectmen)

(Majority Vote Required)

**Select Board Chair Cynthia Bingham:** I move to dissolve the 2018 Special Town Meeting.

**Action on article no. 16:** Voice. Adopted.

The Special Town Meeting held December 3, 2018 was dissolved at 11:30pm.

A True Copy Attest:

Colette M. Williams, CMC/CMMC  
Town Clerk  
Brewster, MA

# Report of the Agriculture Commission

The Brewster Agriculture Commission, established in 2005, has seven members and an alternate. To identify and serve the agricultural interests of Brewster, the following definitions of 'farming' and 'agriculture' are used, as per MGL Chapter 128 Sec. 1A.

- Farming in all its branches, the cultivation and tillage of the soil
- Dairying
- Production, cultivation, growing, and harvesting of any agricultural aquacultural, floricultural, viticultural or horticultural commodities
- Growing/harvesting of forest products on forest land, lumbering
- Raising livestock, including horses
- Keeping horses as a commercial enterprise
- Keeping, raising poultry, swine, cattle, ratites, camelids, other domesticated animals for food, Ag purposes, bees, fur animals.

## **FEDERAL:**

The Natural Resources Conservation Services (NRCS) provides technical/financial help to agricultural land owners to plan/implement conservation practices that benefit target species. It has funding to help landowners protect and restore wetlands and buy Agricultural Land Easements. Contact NRCS at [www.ma.nrcs.usda.gov](http://www.ma.nrcs.usda.gov)

## **STATE of MASSACHUSETTS:**

MA Dept. of Agriculture Resources (MDAR): Works to ensure the long-term viability of agriculture in MA with 4 divisions: Agricultural Conservation & Tech Assistance, Agricultural Markets, Animal Health, Crop/Pest Services to support, regulate, enhance the rich diversity of agriculture and promote economically, environmentally sound food safety, animal health, energy conservation and production. [mass.gov/agr](http://mass.gov/agr)

Funds are available for energy audits, Solar Energy incentive programs and up to 75% reimbursement for organic certification. Under the Federal Food Safety/Modernization Act, MDAR has Produce Safety experts to serve fruit/vegetable farms with education, training, on-farm tech assistance, pre-audit inspections, farm readiness reviews. The MA food safety program, promotes public health protection, ensures economical and environmentally sustainable farms. The Legal Food Hub offers free legal services.

Agricultural Preservation Restrictions (APRs): Since passage of this legislation in 1977, over 900 farms, 70,000+ acres of high quality agricultural soils, have been permanently preserved for agricultural use.

Massachusetts Animal Fund: addresses animal homelessness, spaying/neutering, and training of Animal Control Officers. Since 2014 – almost 9,000 cats and dogs have been neutered, all paid for by donations. \$331,000 was donated in 2017 alone. Donate online, by mail, or use Line 33F of MA Income Tax Form 1. [massanimalfund.com](http://massanimalfund.com)

Apiary Updates: MA is home to a large/diverse beekeeping industry, 4-5,000 bee-keepers managing 40-45,000 hives. Over 45% of agricultural commodities in MA rely on bees for crop pollination. Check out 2019 Honey Bee Education Days at the State Apiary, and beekeeping workshops, MDAR Pollinator Protection Plan at [mass.gov/agr](http://mass.gov/agr)

- Recently Lost a Colony and Not Sure Why?
- Want to Document Your Losses and/or Surviving Colony?
- Want to Learn about Managing Varroa mites in Your Colonies?
- Want a Health Inspection of Your Honey Bee Colony (ies)?
- Want to Register Your Apiary and Honey Bee Colonies?

**Visit the MDAR Apiary Program Website! Register your hive(s) now!**

Pollinate New England: The New England Wild Flower Society's "Pollinate New England" educational

# Report of the Agriculture Commission

program has pollinator gardens throughout New England, with diverse, systemic pesticide-free native plants. They aim to remedy the dangerous drop in pollinator populations, by selecting native plant species that benefit pollinators.

The Division of Fisheries and Wildlife (MassWildlife) is alerting poultry owners and related groups about the need to protect their birds and coops from hungry bears. Black bears killing chickens and damaging chicken coops is becoming one of the most frequently reported human-bear conflicts in the state. Common in central and western Massachusetts, black bears are expanding their range east to Route 495. Poultry loss, coop damage, and other bear conflicts have been reported in all of these regions. Protect your livestock too. They may not be on the Cape yet, but soon maybe?

The Climate Change Working Group improving programs and creating new ones to make agriculture more climate change resilient. Community Involved in Sustaining Agriculture, CISA, has emergency funds for farms affected by extreme weather events.

Marijuana: The Cannabis Control Commission (CCC) has marijuana jurisdiction with one exception, Industrial Hemp, now under MDAR. A non-psychoactive marijuana species, Industrial Hemp contains less than 3% THC, the compound that makes marijuana psychoactive. With no recreational value, it is processed for many uses. It's a crop! If pesticides are used for any marijuana or hemp crop, MDAR has jurisdiction. With the exception of "25b Minimum Risk Products," the use of pesticides on these crops is prohibited in Massachusetts under both Federal and State law. MDAR has already closed two retail marijuana facilities for detection of un-approved pesticides.

Agricultural Commissions Now Can Own/lease Land: In 2016 the MA Legislature passed an act recognizing Agricultural Commissions, giving them the authority to hold lands/leases for agricultural purposes. This allows flexibility in keeping farms viable. Commissions can now oversee/manage the preservation of land for agricultural use.

## **BARNSTABLE COUNTY:**

Cape Cod Cooperative Extension Service: focuses on agriculture, marine research, horticulture, aquaculture, natural resources, tick-borne disease, water quality, youth development, recycling, household hazardous waste, environmental education and the Buy Fresh Buy Local Program, [buyfreshbuylocalcapecod.org](http://buyfreshbuylocalcapecod.org).

TICKS: Lyme disease, the most prevalent infectious disease in Massachusetts, is considered a public health crisis. In addition to Lyme, Deer Ticks can also carry Babesiosis, Anaplasmosis and Relapsing Fever, all of which can be very serious and are on the increase. Lone Star Tick populations are expanding. They don't transmit Lyme, but carry their own diseases. Lone Star bites may result in a red meat allergy. The County has resources to educate and inform the public about ticks, bites and prevention. Watch Larry Dapsis, the County Entomologist's Tickology YouTube series.

\*Use a 3-Point Protection Plan: Protect Yourself, Protect Your Yard, Protect Your Pets. "One bite can change your life, but tick-borne diseases are preventable." Permethrin is the only product that provides effective, long-lasting protection: applied to clothing, including footwear, NOT skin. It repels and kills ticks. [ldapsis@barnstablecounty.org](mailto:ldapsis@barnstablecounty.org)

\*Barnstable County residents can send a tick to the UMass Lab of Medical Zoology for a \$15 discounted fee in 2018, from January-September: [www.TickReport.com](http://www.TickReport.com)

WINTER MOTH: There were just a few moths flying in December, so they will not be a problem in 2019. Ten years of the biological control program, releasing a parasitic fly in Falmouth, is working.

GYPSY MOTH: Only a few moths were seen flying in the summer. As long as there is adequate rain in late May/June 2019, a parasitic fungus will keep them suppressed

# Report of the Agriculture Commission

## Meet Your Local Farmers:

Farmers Market: Visit the Historical Society's Farmer's Market, next to Drummer Boy Park, Sundays 9:30-12:30, June 23 -September 8, Harvest Market-October 13, 10-2..

Aquaculture: The Brewster Aquaculture Association: There are 10 active sea farms with over 20 individuals continuing to produce that delectable bivalve the "Brewster Oyster" and distribute to local restaurants and seafood retailers.

Kept in mesh bags, trays or cages firmly anchored against wind, wave and current, oysters are protected from predators. Oysters filter up to five liters of water per hour removing plankton and other nutrients. The Bay environment with its pristine waters creates the distinct flavor of the Brewster American Oyster giving it a definitive "bite". Oysters are hand selected by size and appearance for the raw bar market. Three years of sorting/sizing/transplanting produces an oyster for market; larger, more robust than the State minimum. Size, plus a defined cup, sets the "Brewster Oyster" apart.

Brewster's aquaculture grants brought oysters to market totaling 420,732 pieces sold, an increase over the 2017 harvest. Growers reported considerable damage to cages and gear from winter ice. Many of the growers experienced significant damage resulting from March Nor' Easters. The February thaw seemed to increase mortality in oysters that were in dry storage. Some biofouling was reported that included barnacles, mussels and macro algae. Sand migration continues to challenge growers as shifting sand bars can bury and kill oysters. [www.brewsteroyster.com](http://www.brewsteroyster.com)

## Razor Clams:

2018 had the first commercial razor clam harvest in Brewster. The Department of Natural Resources developed a pilot program to include 15 harvesters that ran from June 25-December 20th. Out of the 15 that signed up, there were 11 active harvesters who landed 12,971 lbs. of razor clams. Department staff worked with these harvesters to monitor and record harvest data to assist with developing a management plan. Volunteer observers and staff members from Barnstable County's Marine Program were critical in assisting department staff with data collection. Plans to continue the pilot program in 2019 are in the works.

Cranberry Harvest: UMASS Cranberry Research Station, East Wareham, an outreach and research center with publications, e.g. the "Neighbor to Neighbor" guide to educate residents and visitors. Contact: [cranberry@umass.edu](mailto:cranberry@umass.edu). The Cape Cod Cranberry Growers Association (CCCGA) assists with problems; works to ensure that cranberry farming can survive urbanization and preserve open space and clean water, vital to cranberry growing. [info@cranberries.org](mailto:info@cranberries.org)

2018 was a good crop year, weather events resulted in a later harvest season. Yield was up. There were massive scale populations on a number of bogs, with significant damage. This is a new species, *Latania*, a tropical scale with explosive populations, no natural enemies, and may sweep through the industry. Cranberry weevils were also present in larger numbers. Gypsy and Winter Moths never really showed up. Many bogs had problems with fruit rot fungus. Pollinators are still in trouble. There were ten species of bumble bees in 1990-2000, now only one major species is seen, *Bombus impatiens*.

Trade wars resulted in retaliatory tariffs on cranberries and cranberry products shipped to the EU, China, Canada, and Mexico. The Federal Government has agreed to buy \$32 million in cranberries for school lunches/food banks.

There are approx. 51 acres of cranberry bogs in Brewster. The 2018 crop yielded a state-wide average of approx. 142 barrels per acre (440-540 cranberries = pound, 44,000-54,000 cranberries=100 lb. barrel. State average production was up about 9%. For more information, go to [www.cranberries.org](http://www.cranberries.org).



# Report of the Agriculture Commission

Cape Cod & Islands Farm Bureau: The Agriculture Commission works closely with the Bureau. A grassroots organization for more than 70 years, it helps make farming more profitable and the community a better place to live; offering assistance to farmers, as well as the general public. [info@capecodfarms.com](mailto:info@capecodfarms.com).

Help with Agricultural Conflicts: Ever found yourself in a conflict with local, regional, state, federal government or neighbors over your agricultural operation? The Commission will mediate conflicts and has an excellent track record solving issues on behalf of farmers. Agricultural Commission 2198 Main St. Brewster, MA 02631

The Agriculture Commission assists the Building Commissioner, Town Departments, Boards, Committees, residents with Agricultural issues. Contact the Commission at 508-896-3701 x1149 or above address.

The Committee welcomed two new members, Robert Richardson and Anthony Holguin.

On behalf of Brewster's agricultural heritage...the harvest goes on.....

Respectfully submitted,  
Peter Herrmann, Chair  
Rebecca Howes  
Jane Weber

Stephan Brown  
David Miller

Anthony Holguin  
Robert Richardson

SPARKY'S HAYRIDE AT THE BREWSTER FARMERS MARKET



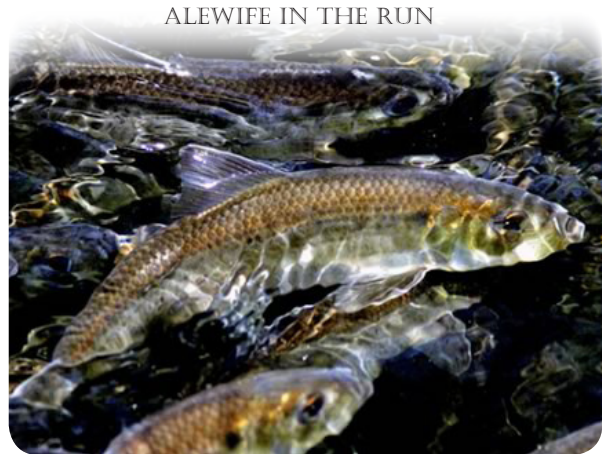
# Report of the Alewife Committee

The number of fish returning to our run this past year was down a small amount according to the new electronic counter. I don't believe we will see a significant increase in the number of fish returning to our run until the state division of marine fisheries has fully implemented their new off shore fishing regulations. Again, we thank all of our volunteers for manning the fish counter, and all the community for helping to clean up the run area. A special thanks to Ryan Burch for organizing the Americorp group.

Respectfully submitted,  
Dana Condit, Chairman  
William LeMaitre  
William Todd



NEW HERRING RUN SHED BUILT BY  
VOLUNTEERS, DANA CONDIT & DOUG ERICKSON



# Report of the All Citizens Access Committee

The mission of the All Citizens Access Committee is to advise and guide the Town of Brewster and the general public regarding issues of accessibility in accordance with the Americans with Disabilities Act. In keeping with its mission, the ACAC has been planning and working to improve accessibility in various areas with members of town departments and committees including: Chris Miller, Director of Natural Resources; Mark O'Brien, Director of Operations, The Captains Golf Course; Victor Staley, Brewster Building Commissioner; and Cynthia Bingham, liaison from the Brewster Select Board.

Phase 2 of the accessibility project at The Captains Golf Course has been on hold pending potential renovations of Freemans Grill (formerly the Galley Grill). It is anticipated that the installation of handicap push buttons at Freemans Grill and the Pro Shop doors will be completed in the spring of 2019. The accessible pathway and viewing platform at Paine's Creek Beach were completed. Construction of the shed to house a beach wheelchair is pending.

The Access Committee continues to work to improve accessibility in the town of Brewster. The Town of Brewster received a state grant to be used at Drummer Boy Park to fix drainage issues, pave a trail, and improve the parking lot so it is accessible to people with disabilities. This past year, the ACAC has welcomed Laurel Labdon as a new member to the committee. Jim O'Leary and Claire Gradone resigned from the ACAC; we thank them for their years of service to the committee and the Town of Brewster. The Brewster All Citizens Access Committee always welcomes input from the community.

Respectfully submitted,  
Judy Miller, Secretary  
Mary Haynes  
Roberta Murphy

Joan Carstanjen  
Laurel Labdon  
Denise Rego (alternate)



# Report of the Animal Inspector of Barns

As the appointed Animal Inspector of Barns it is my responsibility to conduct the Annual Animal Census for the Massachusetts Department of Agricultural Resources. I had the pleasure of visiting the 54 permitted locations in Town where animals are kept in order to tally the numbers and types of domestic animals and to observe the animal's environment and general well being. This information is critical to pinpointing locations of animals on computer-generated maps of towns and counties to assist in planning any disease control or natural disaster response. The Animal Census conducted this Fall revealed the following:

• Alpaca	10	• Mini Horse	1
• Cattle	5	• Peacock	2
• Chicken	630	• Pony	4
• Donkey	6	• Rabbit	31
• Dove	10	• Sheep	25
• Goat	35	• Swine	11
• Game Bird	122	• Turkey	11
• Horse	256	• Waterfowl	63
• Mini Donkey	2		

I would like to extend a special thanks to Lynda Brogden Burns, Animal Control Officer and the Brewster Police Department for their continued support.

Respectfully submitted,  
Sherrie McCullough, Animal Inspector of Barns



# Report of the Town Archivist

Brewster's Archivist is currently focusing her research on the town's Lower Road cemetery with the intention of developing a collection of "Grave Stories" on the lives— and deaths—of the people named on memorial stones in the old multi-burial grave lots.

Ellen St. Sure  
Archivist, Town of Brewster

# Report of the BGTV Video Services Coordinator

## **BGTV Stats and Report for the year 2018 (Jan. 1st through Dec. 31st)**

This is to summarize accomplishments and progress in Brewster Government Television's (BGTV) development for the year 2018. Essentially my services to the Town of Brewster encompass the production, publishing, and distribution of video and photographic content to Brewster residents and nonresidents and staff via BGTV, the town's web site, social media sites, and other local and regional cable channels. A Cable franchise fund from the town's agreement with Comcast provides the funding of equipment and personnel to facilitate and operate BGTV.

## **Special Acknowledgement**

As always I would like to acknowledge and commend the Select Board, Town Administration, Town Department Heads, and the many other town boards, committees, volunteers and residents who submit themselves on a regular basis to being videotaped for the sake of broadcasting on cable TV to facilitate a transparent process of open government for the citizens of Brewster. BGTV and the additional access provided on the web for video content are a productive means in streamlining the legislative process for residents and seasonal residents alike.

All the following programming statistics are related to the time period Jan. 1st, 2018, to Dec. 31st, 2018.

- The town paid JP Ludwig Consulting Services \$82,193.75 for 1,379 hours of contract services for the calendar year in 2018. I also subcontracted a total of \$7,916.25 from the amount above for assistance in operations and production.

- The town produced 288 (compared to 249 in 2017) first-run programs (the programs J.P. Ludwig Consulting produced on behalf of the town) that aired a total of 1957 times. Add that to the programs produced elsewhere, the County, State, other towns, PSAs, repeats from past years, etc., and overall there was a little over 4,597 hours of programming other than the Electronic Bulletin Board on BGTV in 2018.

- Board of Selectmen - 36 first-run programs that aired 271 times
- Finance Committee - 33 first-run programs that aired 146 times
- Planning Board - 24 first-run programs that aired 108 times
- Conservation Commission – 22 first-run programs that aired 103 times
- Brewster School Committee - 13 first-run programs that aired 71 times
- Town Meetings - 3 first-run programs that aired 32 times
- Board of Health - 18 first-run programs that aired 98 times
- Zoning Board of Appeals - 11 first-run programs that aired 48 times
- Golf Commission - 4 first-run programs that aired 22 times
- Brewster Ladies Library - 12 first-run programs that aired 81 times
- Stony Brook Elementary & Eddy School s - 4 first-run programs that aired 57 times
- Specials and Events – 23 first-run programs that aired 386 times
- Nauset Regional School Committee - 9 first-run programs that aired 48 times
- Other Meetings - 78 first-run programs that aired 474 times
- Lower Cape TV (LCTV) has continued their productions of local programs in 2018. In 2018 LCTV produced 94 programs that aired 1,477 times on BGTV. These were mostly shorts, short news items of local interest, and Whitecaps games. LCTV has also partnered with the town on producing PSAs directly related to informing the public about issues in Brewster. The cable franchise fund from the town's agreement with Comcast helps provide the funding of equipment and personnel to facilitate and operate LCTV along with other Outer Cape towns' funds.
- Barnstable County - 79 first-run programs that aired 239 times that included: Barnstable County

# Report of the BGTV Video Services Coordinator

Assembly of Delegates, County Commissioners, Cape Cod Commission, and a few others.

- Time Machine, which consists of government-produced archive programs downloaded from Archive.org

The numbers mentioned above do not include live broadcasts, or the numerous PSAs (Public Service Announcements) aired on BGTV. Also worth noting are the numerous announcements that are shown on the Electronic Bulletin Board (EBB) describing events in town going on at places like the Council on Aging, Ladies' Library, Town Hall, etc.

All of BGTV programming is archived not only on the cloud-based platform Earth Channel, but also on a large storage server at town hall. There is also another backup of all these programs on hard drives in the vault at town hall.

For those interested in seeing a more detailed report for 2018 BGTV programming including stats, pie charts, graphs, etc. they are available in great detail: Login to the BGTV user account for the BGTV Network. Go to: <http://10.200.201.230/FrontDoor/Login.aspx> user name: cab, PW: town Click /cablecast- click/reporting - click /all shows – in “event date range” go to “custom” enter “1/1/2018” to “12/31/2018” in “breakdown” check boxes “total, category, producer” then click “view report”

## **Earth Channel 2018 Statistics:**

The Earth Channel platform on the town web site allows easier access through better organization and search abilities for on-demand programs and is compatible to all iOS devices, smart phones, PCs, iPad, iPhone, Droid, etc. It also has reporting abilities (analytics) so data can be gathered for analysis. Maintaining the Earth Channel system for the town is part of my job description. There were a total of 21,000 (compared to 13,564 in 2017) on demand sessions that break down as follows with last year's numbers in parenthesis:

Select Board – 7032 (3063)	Cons Com – 1243 (2921)	Planning – 1532 (1275)
Fin Com – 1876 (729)	Health – 563 (482)	NRSC – 580 (431)
Town Meeting – 990 (745)	School Committee – 2144 (1080)	ZBA – 677 (567)
Ladies Library – 76 (207)	School Events – 13 (33)	Events and Specials – 80 (130)
Other Government Meetings – 3947 (2600)		

One may notice that there is a fluctuation in the on-demand sessions in comparison to last year. Overall the on-demand sessions are up by a huge percentage. Various factors such as contentious issues, projects, finances, etc. contribute to an increase/decrease in interests of certain committees and boards over other government meetings causing these fluctuations.

## **Town of Brewster Vimeo Channel:**

It is also worth noting that most field productions are now viewed on-line on the town Vimeo channel. There HD video versions of special town and school events and programs produced for Brewster Ladies Library can be found. There were 4,793 plays of programs in 2018 (3,946 in 2017) on the Town's Vimeo channel. Currently 199 programs produced by the Town over the past five years reside there:

**[www.vimeo.com/brewsterma](http://www.vimeo.com/brewsterma)**

## **Some other 2018 highlights worth mentioning:**

- 2018 field production programming included: Brewster in Bloom Parade, 9/11 Commemoration,

# Report of the BGTV Video Services Coordinator

Memorial Day, Veterans Day, events at Stony Brook Elementary School, authors, lectures and concerts at Brewster Ladies Library, and special events including forums with town themes in partnership with the Brewster Community Network.

- Some technical notes: The Broadcast Pix production unit in the control room at town hall, purchased new in 2016, failed in December. This unit has failed a number of times. The manufacturer, though readily available, has not been helpful. Fortunately the engineer who the town works with suggested a hardware fix and with the help of the Brewster IT director, Kathy Lambert, we were able to get the unit functioning again in time for the new year. The Broadcast Pix is the heart of the system for production at town hall.
- In a collaborative effort with the town, Lower Cape TV, and the Brewster Whitecaps, I was paid by the town to be a technical director on several Brewster Whitecaps home games. These games were broadcast live on LCTV and the web with most of the equipment and labor (paid interns and LCTV staff) provided by LCTV and a mobile production van recently purchased and equipped by LCTV. This project was once again a great success and well received. It's a great way to bring more publicity for the town in general.
- BGTV has an on line video file sharing folder, G Channel Cape Cod, that allows for distributing programs of broader local interest to other Outer Cape channels including Lower Cape TV Channel 99, NRSD Channel 22, and government cable Channel 18 in the towns of Orleans, Eastham, Truro and Provincetown. Also the town is subscribing to MassMediaExchange and besides being able to download programs from the county I also upload programs of regional interests for viewing.
- 2018 continued with the entire in-house production of audio/video of Spring and Fall Town Meetings. Of course there were three in 2019 with the fall meeting requiring the AV wiring for overflow into the SBES library. Once again I was assisted in the productions with the exemplary skills of Gabriel Morton. Warrant articles were summarized in BGTV programs by Interim Town Administrator Mark Forest, Donna Kalinick (Assistant Town Administrator), and Jill Scalise (Housing Coordinator) before the meetings took place and aired numerous times on BGTV and were available on the web before each meeting to better inform the citizenry of the issues to be debated.
- The town's Facebook and Twitter feeds continue to steadily increase in followers. 1336 Facebook followers and 453 followers on Twitter. Certainly this is far from being viral, but in a town with a population just under 10, 000 people I think it is notable.
- BGTV is web streaming at <http://brewster-ma.gov/documents-a-archives/channel-18-livestream> available to the public 24/7. All programs that the town produces are available at <http://brewster-ma.gov/government-channel-18> and are also simultaneously posted on the town's official social media. Twitter: @brewstercapecod and Facebook: Town of Brewster Cape Cod

## Looking to 2019

BGTV will continue to evolve and improve in 2019. I make it a point of keeping the town TV facility and equipment current with the most viable and available, constantly evolving technology and software. I also invest in my own equipment and software at home for my own business and this is a benefit to the town as well, without additional capital expense to the town.

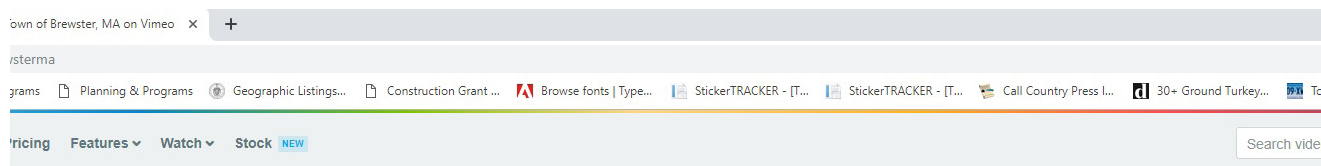


# Report of the BGTV Video Services Coordinator

In 2019 I would like to see the town move towards broadcasting town meeting live on the web. I continue to have production assistance from time to time and the people that I hire to assist me are trustworthy and reliable. They have blended in well in BGTV operations and I appreciate their professionalism, so a word of thanks to Gabriel Morton, Suzanne Bryan, and Katharine Huntley (Katharine has left LCTV for a job with Fox Sports in Duluth, MN, here's wishing her best of luck). BGTV's electronic realm is an invaluable tool for those working within town government and provides the opportunity for residents and nonresidents alike to stay up to date on all the various endeavors of the citizenry and municipal government in the overall participation in our democracy.

Respectfully submitted,

James Paul Ludwig  
J.P. Ludwig Consulting (508) 896-3701 x1200  
Jludwig@brewster-ma.gov  
Video & Media Services Coordinator  
Town of Brewster, MA



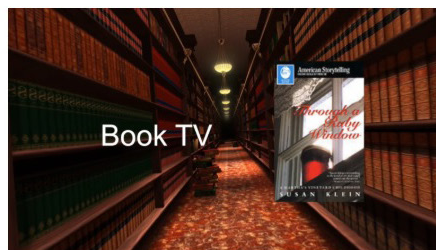
## Town of Brewster, MA

197 Videos | 26 Followers | 65 Likes

The Town of Brewster Massachusetts official Vimeo Channel. [Read more](#)



**Town of Brewster Community Housing Update**  
Town of Brewster, MA | 45 plays



**Through a Ruby Window - by Susan Klein**  
Town of Brewster, MA | 13 plays

BGTV CHANNEL 18 VIDEOS CAN FOUND ON ONLINE AT BREWSTER-MA.GOV  
AND SELECT ARCHIVED VIDEOS CAN ALSO BE FOUND ON VIMEO.COM

# Report of the Bikeways Committee

We had a busy year with some new opportunities with other committees in Brewster, and adjacent towns on the Cape. The DPW was able to install the warning signals which Bikeways obtained from CPA funds in the early summer in time for the 4th of July busy season. They proved to be extremely effective at the four locations in Brewster where they were installed. We are seeing cars stopping and slowing down to let cyclists and pedestrians cross safely. In many ways, these create less confusion around these 4 intersections where the Rail Trail meets major roads, where there is high volume of cycling as well as motor vehicle traffic.

Bikeways also designed a safety flyer for bicyclists and car drivers. The flyer was distributed at the Brewster information center and provided to local bike shops.

We had a booth for Brewster Conservation Day in July and were able to talk to visitors who stopped at our booth about the progress we have made with warning signals; however, many feel that we need to make more improvements to have safe cycling to popular destinations in Brewster. We handed out granola bars that were donated from Stop and Shop for those who stopped to answer our short survey. It was well attended and always a fun day.

We also collaborated this year with the Coastal Committee in July regarding the rail trail extension Project proposed by MA Depart of the Conservation and Recreation. In a joint letter to the Select Board, we expressed support for the trail extension but urged the Board to investigate, with our State representatives, funding for the design and construction of a bridge over or tunnel under Route 6A, rather than the proposed crossing on Rt 6A. as part of the extension project from Nickerson State Park to Linnell Landing. We felt that the plan proposed by DCR fell short by not taking into consideration the potential for issues at the crossing due to increased traffic, both cyclist and pedestrian to enable a safe crossing.

Bikeways participated in discussions about an application for Safe Routes to School program, which would improve bike and pedestrian access to Eddy and Stoney Brook schools. Bikeways will work with the DPW director and school officials to prepare the application.

We also formed a regional Committee with the four adjacent elbow towns' Bikeways Committees this year (Harwich, Orleans, Chatham and Brewster). We organized this regional committee by having the Chairs of each Committee get together to formulate some potential goals for each Committee to consider. We have since formed working sub-committees based upon the collective development of goals that will enhance all four towns. Meetings will be on a quarterly basis. We have been discussing and learning more about the Complete Streets program and invited a speaker from the Cape Cod Commission to discuss the program at a recent meeting.

We have learned from these meetings that the Commonwealth is interested in cross-town cooperation on bicycling, particularly when funding bicycling projects. The group plans to work on identifying safe bike and pedestrian routes around each town. We are also collaborating on a counting project as part of a newly organized "Path Usage Working Group", to collect data and analyze usage to improve cycling, and which may be used to provide support for a variety of projects in the future. The Massachusetts DOT Complete Street Programs is something that the Brewster Bikeways Committee and all four towns of the Bikeways Regional Committee are very interested in pursuing independently for each of the respective towns in the upcoming year.

Susan Riseman  
Chair, Brewster Bikeways

# Report of the Board of Assessors

The Town of Brewster completed the Fiscal Year 2019 Interim Year Adjustments, certifying that our system for determining property valuation met the standards of the Department of Revenue's Division of Local Services to achieve full and fair cash value assessments. This resulted in a total taxable value of the town of \$3,944,517,280 for Fiscal Year 2019. This was an increase of 3.3% over Fiscal Year 2018. The FY19 tax rate became \$8.58, up from \$8.26 in FY18. The median value of a single family home in Brewster for FY19 is \$429,450, up from \$417,350 in FY18. Utilizing those medians and the respective fiscal year tax rates, the tax bill for the median single-family property rose \$237.37 from \$3,447.31 in FY18 to \$3,684.68 in FY19. The Town of Brewster had 8,315 taxable real estate parcels and 3,733 taxable personal property accounts as of January 1, 2018.

With great sadness, we must report the passing of Karen Halloran in May of 2018. Karen was originally hired by the Assessors' Office in February of 1994. In December of 1999 she transferred to the DPW and in November of 2016 she transferred back to the Assessors' Office as Senior Department Assistant. Her warm smile, kindness, and dedication will be greatly missed.

Sandra Joseph returned to the Assessors' Office from retirement for the summer and fall of 2018 while we looked to fill the full time position. Sandra's assistance during this transition is greatly appreciated. In November of 2018 the Assessors' Office hired Erika Mawn to fill the Senior Department Assistant position. James Gallagher has now entered his second year as the Deputy Assessor.

Thank you to the Assessing Department staff, who continue their excellent service to the taxpayers of Brewster, real estate professionals and others who use the resources of the office. Thank you also to our consultant Paul Kapinos, and the data collectors and staff at PK Assessment Systems and PK Valuation Group, whose professionalism and skill help ensure the fairness and accuracy of our values. The cooperation and assistance of all of the other town departments, as well as the Select Board and the Finance Committee, is also greatly appreciated.

Respectfully submitted,  
Board of Assessors  
Belinda Eyestsone, MAA, Chair  
G. Howard Hayes  
Diane Salomone

# Report of the Brewster Vision Advisory Committee

The Brewster Vision Advisory Group (BVAG) began its work to develop a Vision Plan for the Town in 2017. The vision process is designed to engage citizens, build on the community's wisdom and values, and look comprehensively at key issues facing Town government and the Community. The Vision Plan is intended to provide direction for actions by the Town and community groups which are consistent with the community's vision. In other words, the vision plan will be driven by citizens and what they think is important.

To start the participatory process, the first community workshops were held in late June and were designed around four questions: what aspect of the town do people value and want to protect for the future, what conditions present a challenge, what opportunities can the town build on, and how would each participant like to describe Brewster in the future. From the results of the workshop, the committee identified the key issues, or building blocks, for the vision plan: community character, housing, local economy, open space, coastal management, water resources, governance, and community infrastructure.



Local specialists familiar with Brewster and the issues then developed summary papers that provided background information and identified the key issues moving forward for each building block. The papers served as reference material for the second set of community workshops. In these workshops, participants were grouped by building block and asked to identify actions that would achieve the building block goal. This produced a list of priority actions under each building block, a total of nearly 70 actions.

To determine how citizens felt about the actions, the BVAG launched a public survey in February 2018 asking citizens to rate the importance of each action, from not important to extremely important. The survey was available on-line and paper copies were available in locations in town. Over 1,200 people took the survey, underscoring the importance of the vision process. The results indicated that all of the actions were important or better with protecting Brewster's water resources as the highest scoring building block. Because all of the actions were important, the BVAG decided that all should be part of the Vision Plan.

As the final stage in the Vision process and to ensure that the Vision Plan moved from a plan to action, the BVAG organized a third round of community workshops which focused on how to implement the Vision plan. Participants were first asked to identify the stakeholders for each building block and then asked what the Town government, community groups, and individuals could do to promote implementation of the Vision Plan. This activity produced a list of concrete actions that should be the responsibility of the entire community.



# Report of the Brewster Vision Advisory Committee

Based on the results of this final step, the BVAG finalized the Town of Brewster Vision Plan – 2018. In July, the BVAG presented the Plan to the Select Board for approval. In approving the Plan, Select Board members noted the significant level of public involvement, the high level of community support, and committed the Town to implementing the actions. One of the key recommendations for turning the Plan into action was the creation of a committee to promote and oversee implementation. The Select Board granted the BVAG more time to develop a specific charge for this committee. Over the next four months, the BVAG analyzed the ingredients that had made the Vision process successful and reviewed the experience of other towns. This allowed the group to formulate a charge and recommend the composition of the implementation group, the Vision Forum, for which the goal will be to build understanding and ownership of the Vision Plan and foster implementation through dialogue, coordination, and communication. The BVAG's recommendations for the Vision Forum were approved by the Select Board at its first meeting in January 2019.



# Report of the Building Commissioner

I hereby submit the report of activity in the Building Department for the year 2018.

Number of Permits	Description	Estimated Costs
39	Residential Dwellings	\$19,123,900
1,053	Other Construction & Zoning Permits	\$21,297,210
25	Signs	\$ 625
8	Solid Fuel Stoves	\$ 225
<b>1,125</b>		<b>\$40,421,960</b>

## Permits, Fees & Inspections

	# Permits	\$ Fees Collected	# Inspections
Building	1,092	\$171,401	1120
Certificates of Inspection	----	\$5,394	148
Electrical	810	\$84,925	1399
Plumbing	437	\$45,328	842
Gas	453	\$31,959	704

## Building Permit & Estimated Cost Comparison with Previous Years

Year	# Permits	Estimated Cost
2009	587	\$17,453,294
2010	685	\$22,445,682
2011	784	\$24,381,190
2012	1010	\$27,880,598
2013	1140	\$33,490,076
2014	1107	\$37,163,076*
2015	1141	\$42,478,060**
2016	1226	\$45,648,572
2017	1083	\$44,618,622***
2018	1092	\$40,421,110

\*Does not include \$25,000,000 for Maplewood at Brewster Assisted Living Facility project

\*\*Does not include \$4,000,000 for the new church or \$3,100,000 for Latham Dormitory

\*\*\*Does not include \$10,000,000 for the new Fire Station

The mission of the Building Department is to promote life safety and preserve both the community character and the wellbeing of the citizens and visitors of the Town of Brewster in their connections with buildings and land use. Our inspectors maintain their licenses and certifications by taking advantage of appropriate training opportunities which also reflects in our aim to continually improve service and increase our level of expertise in the construction field and the ever evolving construction codes. As a part of our mission the Building Department Inspectors in collaboration with the professional trades people are committed to provide a safe and functionally built environment for all occupants.

# Report of the Building Commissioner

I am thankful for the support of the Board of Selectmen, Town Administrator, Town Departments, Boards and Committees. In particular I appreciate the people of Brewster for their continued support, cooperation and assistance.

I, along with the Inspection Personnel, are very grateful and recognize the personal talents, communication and organizational skills of Michelle Tero and Sara Provos in coordinating and organizing the enormous amount of information and material that flows into and through the Building Department.

Respectfully submitted,  
Victor E. Staley  
Building Commissioner

## Office Staff

Michelle M. Tero, Senior Department Assistant  
Sara E. Provos, Department Assistant

## Inspectors

Roland W. Bassett, Jr., Electrical Inspector  
Scott VanRyswood, Plumbing & Gas Inspector  
Jeffrey W. Spiegel, Alternate Electrical Inspector  
Andrew Levesque, Alternate Electrical Inspector  
Derrick Scannevin, Alternate Electrical Inspector  
Peter J. Deegan, Alternate Plumbing & Gas Inspector  
Walter Swidrak, Alternate Plumbing & Gas Inspector  
Richard Leibowitz, Local Building Inspector  
Justin Post, on call Building Commissioner  
Thomas Wingard, on call Building Commissioner  
Victor E. Staley, Building Commissioner



# Report of the Cape Cod Commission

## **Keeping a Special Place Special**

In its 27th year, the Commission (CCC) works toward maintaining a healthy balance between economic progress and environmental vitality. “Keeping a special place special” describes its mission to protect the region’s unique qualities. The 19-member appointed Commission board represents the region and provides oversight for staff.

Executive Director for over 10 years, Paul Niedzwiecki stepped down in 2018. During his tenure, the CCC evolved into an organization focused on facilitating regional discussion on pressing issues facing Cape Cod. Deputy Director Kristy Senatori was appointed Executive Director in October 2018.

## **Regional Policy Plan Update (RPP)**

December 2018, the CCC approved an updated RPP to be submitted to the Assembly of Delegates as a County Ordinance. It serves as a guide to the CCC’s planning and regulatory work and provides a framework for town level planning. The Commission is responsible for balancing protection of the region’s resources with appropriate development/economic progress. It provides a growth policy that supports the vision for the future of Cape Cod as a place of vibrant, sustainable, and healthy communities in a protected natural environment. The RPP adoption is expected in early 2019.

## **OneCape Summit: June 2018**

The fifth regional Summit, focused broadly on environmental and economic themes, with presentations on water quality, coastal resiliency, infrastructure planning, community design, economic development and housing. The OneCape award was presented to Paul Niedzwiecki, recognizing his work and accomplishments as the third Executive Director of the Cape Cod Commission.

## **Wastewater: 208 Plan**

Amended 208 enabling regulations now allow for staff-level review of local comprehensive wastewater management plans, with a sign-off by the Executive Director, providing a more efficient/timely review. June 2018, the Pleasant Bay Targeted Watershed Management Plan was deemed consistent with the 208 Plan, with a letter issued to four communities, Orleans, Brewster, Chatham and Harwich, and the Pleasant Bay Alliance. [capecodcommission.org/208](http://capecodcommission.org/208)

## **Stormwater**

The CCC received \$50,000 for a Stormwater Management Coalition to help Cape communities meet stormwater management requirements and further define the role of the coalition and identified structures for a regional management entity.

## **Resilient Cape Cod**

The National Oceanographic & Atmospheric Administration awarded \$780,000 to the CCC and partners to develop a public outreach program to investigate environmental and socio-economic effects of local and regional coastal resiliency strategies. [capecodcommission.org/resiliency](http://capecodcommission.org/resiliency)

## **Blue Economy Grant**

The CCC is partnering with UMass Dartmouth, and Southeastern Regional Planning & Economic Development District, to strengthen the Cape/South Coast marine science and technology cluster. The U.S. Dept. of Commerce’s Economic Development Admin. awarded \$600,000 to UMass Dartmouth to develop a formal Mass Science and Technology Cluster Alliance to study marine science and technology sectors.



# Report of the Cape Cod Commission

## **Grant to Improve Water Quality Database**

Restore America's Estuaries awarded \$400,000 to the CCC and its partners – the Association to Preserve Cape Cod, Center for Coastal Studies, UMass Dartmouth School for Marine Science & Technology, Waquoit Bay National Estuarine Research Reserve, Woods Hole Oceanographic Institute for the estuarine water quality database.

## **Barnstable County Coastal Management Committee (BCCMC)**

This Committee provides guidance on protection, preservation, and use of Cape Cod's coastal resource areas; focusing on coastal resilience, fin/shellfish resources and habitats, education and outreach, dredging, sediment management and marine/estuarine water quality. The CCC provides staff and administrative support.

## **Regulatory**

The CCC reviews projects that present regional issues identified in the Act: water quality, traffic flow, community character, open space, natural resources, affordable housing and economic development as Developments of Regional Impact (DRIs).

## **Brewster Decisions**

Long Pond Woodlands Conservation Area: DRI Exemption approved Nov. 1, 2018.

## **OpenGov**

With participating towns, the CCC launched and helps Open Gov, a cloud-based transparency/performance management platform. This software allows communities to track and measure financial accountability, set benchmarks, simplify budget planning, and improve internal data management. Information is easily accessible to residents, elected officials and administrators. [capecodcommission.org/opengov](http://capecodcommission.org/opengov)

## **Strategic Information Office (SIO): Open Counter**

Mashpee, Barnstable and Yarmouth launched an online tool to make local permitting and zoning analysis easier, more user friendly. With the SIO, zoning portals were developed on a platform created by the firm Open Counter. With each town, zoning laws were translated to provide user-friendly interfaces, allowing users to explore how town land use policies affect specific parcels. The CCC contracted with Open Counter for a pilot program in these three towns. [capecodcommission.org/zoningportal](http://capecodcommission.org/zoningportal)

## **Regional Wide Area Network (RWAN)**

RWAN provides high-speed fiber Internet access to the 13 participating communities with 24 connection points. Barnstable County notified communities that it would be discontinuing its financial support of the Regional Wide Area Network as of Jun 30, 2019. The RWAN was initiated as a project to bring high-speed broadband to Cape towns through the SIO in 2014 and subsidized through a joint initiative with the County. Efforts to secure alternate solutions through two requests for proposals were unsuccessful. The County was continuing with those efforts at year's end.

## **Transportation**

The CCC's transportation staff provides technical expertise in transportation and traffic-related matters for the Commission, its staff, and the 15 Cape Cod towns.

## **Cape Cod Transportation Improvement Plan (TIP)**

The TIP serves as a prioritized listing of roadway, bridge and transit projects proposed for the next five federal fiscal years. The Unified Planning Work Program describes all significant Cape planning activities for a 12 month period. The 2018-2022 TIP allocated more than \$134.5 million in funded

# Report of the Cape Cod Commission

highway and transit projects across Cape Cod. The 2018 Federal Fiscal Year allocated more than \$34.3 million. The 2019-2023 TIP represents \$167.6 million in projects for those five years.

## **Water Resources**

Staff provides technical assistance on water resources projects including: water supply, wastewater/stormwater management, fresh water ponds and marine waters.

## **District Local Technical Assistance (DLTA)**

The CCC received \$186,965 DLTA from the Massachusetts Department of Housing and Community Development to be distributed to municipalities on a competitive basis to further regional coordination and innovation.

## **LOCAL ACTIVITIES:**

Representation on the Commission allows Brewster to participate in setting regional policy, regulatory and funding priorities at Regional, State, and Federal levels and advocate for Town interests in land use planning. Brewster specific activities included:

## **TRANSPORTATION:**

Traffic Counting Program: Staff conducted annual summer traffic counts at the following roads in 2018: Route 124, Route 137, Route 39, Route 6A, Airline Road, Millstone Road and Satucket Road. [capecodcommission.org/counts/](http://capecodcommission.org/counts/)

The Brewster Coastal Committee sought technical assistance in preparing a model for a beach shuttle pilot project as a potential means for improved seasonal beach access.

## **WATER RESOURCES: PALS:**

Staff has coordinated the PALS pond water quality sampling snapshot program since 2001: Blueberry, Cahoon, Canoe, Cliff, Cobbs, Elbow, Flax, Greenland, Griffiths, Higgins, Little Cliff, Mill, Myricks, Pine, Seymour, Schoolhouse, Sheep, Slough, Smalls, Sols, Upper Mill and Walkers Ponds.

## **TECHNICAL ASSISTANCE:**

Brewster received \$25,000 in DLTA funds for municipal management of alternative septic systems. The Town reviewed potential regulatory approaches to managing nitrogen removal onsite septic systems to help meet the total maximum daily load for Brewster's portion of the Pleasant Bay watershed. Among the results was production of a draft general bylaw for the Regulation of Sewage Disposal Systems to Protect Water Quality in Pleasant Bay.

Brewster faces many challenges as we approach capacity. How we preserve and protect what we cherish -- the quiet rural beauty, historic character, wild-lands, the water supply, watershed areas and critically now...how we deal with community housing needs, wastewater and stormwater, as well as climate change and coastal resilience issues, will determine the character and future of our community and the entire Cape region.

As your representative to the Cape Cod Commission, I thank you for the privilege of working on behalf of our community in order to maintain a strong voice for Brewster on these important local and Cape-wide issues.

Respectfully submitted,  
Elizabeth Graham Taylor, Brewster Delegate

# Report of the Cape Cod Regional Transit Authority

The Cape Cod Regional Transit Authority (CCRTA) has provided a total of 21,082 one-way passenger trips across all services in the town of Brewster from July 2017 through June 2018 (FY18).

CCRTA provided 2,859 Medicaid trips, 7,757 Day Habilitation trips, 4 ADA trips, and 2 other medical trips for Brewster residents. CCRTA also provided 48 Brewster residents with 168 trips to Boston area hospitals through the Boston Hospital Transportation service.

CCRTA provided 156 Brewster residents with 4,874 DART (Dial-a-Ride Transportation) trips during FY18. Total DART passenger trips in the fifteen towns of Cape Cod were 217,037 in FY18.

The deviated fixed route Flex serves the towns of Harwich, Brewster, Orleans, Eastham, Wellfleet, Truro, and Provincetown. A total of 4,699 one-way trips originated in Brewster for the Flex route for the period July 2017 through June 2018. Although we do not track alightings, it is assumed that an approximately equal number of riders ended their trips in Brewster, including some who began and ended their trips in Brewster. Total ridership for the Flex for this period was 87,346.

The fixed route Hyannis to Orleans (H20) serves the towns of Barnstable, Yarmouth, Dennis, Harwich, Chatham, Brewster and Orleans along the Route 28 corridors. A total of 719 one-way trips originated in Brewster for the H20 route for the period July 2017 through June 2018. Although we do not track alightings, it is assumed that an approximately equal number of riders ended their trips in Brewster, including some who began and ended their trips in Brewster. Total ridership for the H20 route for this period was 151,673.

CCRTA supplied the Brewster Council on Aging with one Mobility Assistance Program (MAP) vehicle that provided 1,947 rides from July 2017 to June 2018.

Route maps, schedules, fares, Google Transit Trip Planner and the latest news about Cape Cod public transportation services are provided at [www.capecodrta.org](http://www.capecodrta.org), as well as links to many other transportation resources.

Telephone  
For Information,  
Toll Free Number: 800-352-7155  
Local Number: 508-385-1430  
TTY: 800-439-0183

Mail: CCRTA Administrative Offices  
Cape Cod Regional Transit Authority  
Hyannis Transportation Center  
215 Hyannis Road  
PO Box 1988  
Hyannis, MA 02601  
Phone: 508-775-8504  
Fax: 508-775-8513

# Report of the Cape Cod Regional Technical High School

Cape Cod Regional Technical High School (CCRTHS) was established in 1973 as a public technical high school. CCRTHS students meet the same academic standards required by the state as our sending schools.

District Towns: Barnstable, Brewster, Chatham, Dennis, Eastham, Harwich, Mashpee, Orleans, Provincetown, Truro, Wellfleet, Yarmouth

Mission Statement: Cape Cod Regional Technical High School will provide an opportunity to acquire high quality technical, academic, and social skills preparing our students for success in our changing world.

Strategic Objectives:

- 1.) Engage and retain students,
- 2.) Empower, develop and retain staff,
- 3.) Strengthen our identity as a premier Technical High School,
- 4.) Increase students 21st Century skill sets to succeed in a changing technological environment and global community,
- 5.) Enhance the CCRTHS image to attract students and improve community presence.

Enrollment: For school year 2017-2018, on October 1, 2018 we had 591 students enrolled in 17 different technical programs.

Operating Budget: For school year 2017-18 (FY18) there was a total operating and capital budget of \$14,732,000. Formulation of the annual budget and town assessments are based on the previous school year's October 1 enrollment.

News on the New School Building Project: Once again Cape Cod Regional Technical High School wishes to thank all twelve towns for approving our building project. We will soon be starting construction in December, 2018 or January 2019. For more information go to: <http://www.capetech.us/domain/50>.

Town of Brewster: The town of Brewster had 43 students enrolled at CCRTHS as of October 1, 2017. The assessment for Brewster in FY18 was \$831,711, based on the previous year's enrollment.

Highlights from Cape Cod Tech 2017-18 School Year

- Graduated 137 seniors in June 2018; twelve from Brewster.
- CCRTHS technical shops provides services to the public, allowing communities to realize significant savings of more than \$411,299 in total labor charges across 17 shops.
- Accolades go the school newspaper Tech Talk. The for winning numerous prestigious awards this year, including but not limited to: American Scholastic Press, Colombia Scholastics, Youth Journalism International, New England Scholastic Press Association, Massachusetts Press Association. The journalist students and instructor Scott Dalton deserve high praise.
- Through the generosity of Cape Cod community organizations, charities and family memorials, CCRTHS presented 66 toolships and 79 scholarships to the graduating class of 2018 for a total of \$220,675.
- Thirty-Eight students received John and Abigail Adams Scholarships; three from Brewster.
- The National Technical Honor Society honored 57 students; five from Brewster.
- At the SkillsUSA District level competition, 91 students attended of which 18 students medaled. Medals won: 4 "Perfect Gold", 4 Gold, 5 Silver and 5 Bronze.
- At the SkillsUSA State level competition; 65 students attended of which 16 students won medals. Medals won: 2 Gold, 4 Silver and 2 delegate seats. Three students qualified to go on to the National Competition.
- At the 2018 Future Farmers of America (FFA) Massachusetts State Convention, 8 Team Awards



# Report of the Cape Cod Regional Technical High School

were received by 15 students, including one student from Brewster. Awards included: 1st Place - Reporters Scrapbook and in Turf Management; 2nd Place Agri-Science and in Nursery Landscape; 3rd Place - 11th Grade Skills Demonstration, in Quiz Bowl Team, and in Floriculture; also received the 100% Chapter Award.

- In Auto Collision, 150 jobs were performed for the public; community outreach projects were completed for Cape Cod Cares for the Troops, U.S. Park Service, Town of Chatham and Girls Scouts. All juniors were successfully certified in OSHA and all seniors achieved Chapter 74 Auto Collision certification.
- The Auto Technology program is involved with national training programs that help students achieve certifications. Students competed in MA Auto Dealers Competition and SkillsUSA. Local car clubs presented demonstrations and many industry-related field trips were taken.
- The Carpentry Department follows the curriculum of the National Center for Construction Education & Research; and participates in school-wide reading and writing initiatives. This year the shop had 7 females enrolled and 8 students on Co-Operative placements. All juniors and seniors completed OSHA certification.
- The Cosmetology program graduated all seniors, each passed the Cosmetology State Board Exam. Junior class students passed the Nail Technician State Board and OSHA certification. The program has integrated Chromebook, digital text books and appointment scheduling software into their curriculum. Community service included The Wig Bank and Mannies for Nannies.
- Culinary Arts trained and certified 10 students in ServSafe sanitation. Students learned Point of Sale software in The Cove Restaurant, created a Grab & Go menu added themes to the buffet specials, were engaged in community events and food preparation for school district events.
- The Dental Assisting program is currently a two-year program for 11th and 12th grades. Five seniors graduated, all participated in 4-week internships in local dental offices and achieved their MA Certification in Radiology. The program is well-respected in the dental community.
- Design Visual Communications is a new name for the Graphic Arts program, having earned a new Chapter 74 certification with DESE. This involved more challenging curriculum by adding more web design and motion graphics to increase higher caliber course work.
- Early Childhood Education relied on their multiple training certifications to prepare their students. They attended numerous workshops and field trips related to working with children. This is the final year for this shop.
- The Electrical Department boasts a 96% attendance rate, a 50% increase in student participation in SkillsUSA competitions, and 11 juniors and seniors on Co-Operative Education placements in the local work force. The senior class salutatorian was a student of the Electrical Shop.
- The Engineering Technology Shop has phased in Algebra 2 and Calculus to their curriculum. Students were assigned to new equipment, received through a grant, to investigate and prepare user manuals and then present their work to their class.
- Health Technologies students had the highest grade point average of all shops. All juniors successfully passed their CNA. Seven students were placed in internships, three at Cape Cod Hospital, and two in pharmacy training with CVS evolving into gainful employment.
- The Horticulture program increased student participation in job shadowing, internships and Co-Operative Education placements. The program took advantage of the training opportunities of tree removal and replanting for the new building project as well as multiple community projects at Pleasant Bay Boating, Eddy Elementary School, Harwich Little League, Habitat for Humanity, and The Wellfleet Audubon Society.

# Report of the Cape Cod Regional Technical High School

- The HVAC program completed its implementation of a new online text and workbook and consistently used Google classroom for teaching. For the second year in a row HVAC was the first choice placement by 9th graders after exploring all shops.
- Marine Services integrated ABYC standards into their curriculum in order to provide their students with industry recognized certificates. All freshman successfully completed certification in Boating Safety.
- The Information Technology shop introduced their students to a new online Robotics coding course and several educational gaming products. Sophomores and juniors worked in small groups; the curriculum for seniors was rigorous - ten seniors earned a total of 26 certificates.
- The Plumbing Department had two new teachers this year and added members to their advisory board. Thirteen students participated in Cooperative Education placements in local businesses; ten seniors achieved Massachusetts Plumbing Board Tier 2 certification; and one senior was selected as the school's Vocational Student of the Year.
- The Welding Shop completed all work assignments during the year in a digit form using G-Suite. Efforts to improve attendance were very successful, as was retaining students and a positive shop environment during this final year of the welding program.
- The Cooperative Education program placed a total of 88 junior and senior students with local businesses, enhancing their skills through Co-op placements, internships or practicums. The program also sponsored a Fifth Annual Student Job Fair with the entire student body participating and 51 employers seeking to hire skilled employees.
- The Business Education/21st Century Learning department as enhanced their skill-building curriculum with: customer service and active listening skills, ethical business practices, and a framework to rate the academic portions of the students' technical training. This department also hosted the Sixth Annual Credit for Life event sponsored by Cape Cod 5 Bank.
- The English Department's Journalism class delivered an award-winning year for the student newspaper, Tech Talk, including 1st Place American Scholastic Press Association, Silver Medal Columbia Scholastic Press and numerous other prestigious awards. Advanced Placement (AP) courses continued in high demand and all students passed MCAS ELA.
- The Math Department successfully implemented an online Pre-Calculus course and an after school Math Lab during the year. Department members worked individually and collectively on the ability to teach problem solving skills within their lesson plans.
- The Athletic Department offered a "no-cut, no-fee" program in which all students can participate without fees. The following sports are offered: baseball, basketball, cheerleading, cross-country, football, golf, hockey, lacrosse, soccer, softball, tennis and volleyball.
- The Science Department increased the use of electronic formats, such as having students use Google sheets to record and analyze data; teachers used Google classroom to post and accept assignments/assessments and communicate with students; and prepared test strategies for the MCAS Technology and Engineering, which 9th graders completed in June.
- The Social Studies Department completed its first year of an Advanced Placement (AP) Government course. Both this course and AP History have even larger classes pre-registered for next year. Also the curriculum for Contemporary World Cultures was expanded to meet the challenges of the 2018 world. The Criminal Justice course offered mock trials and the department continued to focus special activities to honor US Veterans.
- The Spanish Department hosted a highly successful multicultural festival this year, which is anticipated to be an annual event.

# Report of the Cape Cod Regional Technical High School

- Special Education continued progress with using data collection to improve student academic achievement. The department also worked collaboratively to expand social emotional learning curriculum and strategies for all students - not just special education.

Please visit our website: [www.capetech.us](http://www.capetech.us) for more information.

Respectfully submitted,  
Dr. Richard Hoffmann  
Lynn Gorey  
Brewster Representatives to CCRTHS School Committee



THE NEW CAPE COD REGIONAL TECHNICAL  
HIGH SCHOOL ARCHITECTUAL 3D DESIGN

GROUND BREAKING CEREMONY





# Report of the Cape Light Compact

Cape Light Compact JPE is an intergovernmental organization consisting of the 21 towns on Cape Cod and Martha's Vineyard and Duke's County. The Compact's mission is to serve our 205,000 customers through the delivery of proven energy efficiency programs, effective consumer advocacy, and renewable competitive electricity supply.

Effective July 1, 2017, the Cape Light Compact reorganized and reconstituted itself as a joint powers entity pursuant to Massachusetts General Law Chapter 40 Section 4A1/2, becoming the first joint powers entity in Massachusetts. Reorganizing as a joint powers entity protects member towns from potential liabilities and mandates greater financial accountability through expanded reporting requirements to the Massachusetts Department of Revenue and member Towns, and designation of Treasury functions to an independent entity.

## **POWER SUPPLY**

During 2018, the Compact's power supplier for all residential, commercial, and industrial customers was NextEra Energy Services of Massachusetts (NextEra). The Compact is pleased that our residential price in 2018 was lower than Eversource's basic service residential, while also being 100% renewable.

The Compact has been a green aggregation since January 2017, meaning 100% of Compact's power supply customers' annual electricity usage is met with renewable energy certificates (RECs). Each REC represents the generation of 1 megawatt hour (1,000 kilowatt hours) of electricity produced by a renewable resource, such as wind or solar. By retiring RECs to match the Compact's customers' usage, Compact customers are financially supporting renewable energy resources, including resources located on Cape Cod and southeastern Massachusetts. In addition, NextEra pledged to deposit all premiums paid for voluntary RECs, plus their supplier and retail fees (expected to total over \$3 million per year), into a trust fund to be used solely for the development of new renewable energy resources. In December 2018, the Compact also announced that it had entered in to a long-term power purchase agreement (PPA) for both energy and RECs from a solar facility under development in Farmington, Maine, which is scheduled to begin delivering energy to Compact customers in 2021. Now, by purchasing electricity through the Compact, all Compact power supply customers are supporting renewable energy and acting locally to combat climate change.

At a regional level, New England continues to face electricity pricing challenges during the winter months. Over the last fifteen years, New England has greatly increased its reliance on natural gas for electricity production, and now over fifty (50) percent of New England's electricity is generated with natural gas. However, natural gas pipeline capacity has not substantially increased during that same period. As a result, during winter cold snaps, demand for natural gas to generate electricity competes with natural gas demand for heating purposes. Allocation of natural gas for heating has priority over natural gas for generating electricity. This creates a supply shortage of natural gas for electricity production, and therefore increases prices for electric generators, which is passed on to all New England power supply customers. Massachusetts has taken a major step to address this issue through the execution of long-term contracts for off-shore wind energy, and continues to negotiate contracts for additional renewable energy resources; however, until such time as this issue is fully resolved, either through additional infrastructure, demand reduction or other targeted programs, the possibility of future high winter pricing remains, and as such, consumers should still expect seasonal pricing fluctuations for the foreseeable future. The Compact will continue to seek ways to help customers reduce their electricity costs through innovative energy efficiency programs to mitigate the impacts of higher winter electricity pricing. As of December 2018, the Compact had approximately 6,320 electric accounts in the Town of Brewster on its power supply.

# Report of the Cape Light Compact

## **CONSUMER ADVOCACY**

Since 1997, Cape Light Compact has advocated for the ratepayers of Cape Cod and Martha's Vineyard at the local and state level. In 2018, the Compact continued its focus on grid modernization, reviewing the plans submitted by the utilities in August 2015. The Compact held community and stakeholder meetings about what is being proposed and the implications for the energy future of Cape Cod and Martha's Vineyard. There were several key areas of concern that the Compact and engaged stakeholders identified, mainly centered around the fact that Eversource's grid modernization plan was mostly grid-facing and did not offer many opportunities to engage customers with a modernized grid. The Compact was an active participant in the DPU docket and retained experts to analyze Eversource's plan and present expert witness testimony, submitted information requests to Eversource, and submitted briefs. The DPU issued their grid modernization orders in May 2018, approving some of the utilities' requests but deferring decisions on customer-facing technologies (such as advanced metering infrastructure) to future proceedings. The Compact will seek to participate in future grid modernization proceedings at the DPU to advocate for the interests of Cape and Vineyard customers.

In December 2017, the DPU issued an order on Eversource's rate case, which was filed in January 2017. This was Eversource's first fully-litigated rate case since the 1980's. Rate case proceedings determine the charges that Eversource is allowed to impose on the distribution side of the electric bill, which affect all residents and businesses on Cape Cod and Martha's Vineyard. The Compact was an active participant in this proceeding as well. The Compact's concerns with the proposal were: (1) the proposal to increase customer charges and impose new demand charges, which decrease customers' ability to manage their bills; (2) the 10.5% return on equity sought by the company, which is higher than the national average for a regulated utility; (3) the proposal to shift approximately \$30 million per year of costs from Western MA customers (and Eastern MA commercial customers) on to Eastern MA residential customers, which includes the Cape and Vineyard. Unfortunately, the DPU approved increased customer charges and demand charges, a 10% rate of return, and the cost shift from Western MA and Eastern MA commercial customers on to Eastern MA residential customers. However, the participation of the Compact and other intervenors resulted in a lower approved customer charge than Eversource proposed, a rejection of consolidated Transition charges (saving Cape & Vineyard customers approx. \$8M/year), and rejection of the consolidation of commercial and industrial rate classes which would have had steep bill impacts for some Cape & Vineyard customers. Since the December 2017 Order, the Department has opened two related proceedings that the Compact is participating in regarding performance metrics and the Monthly Minimum Reliability Charge (MMRC) outreach and education plan. Additionally, the Compact filed an amicus brief with the MA Supreme Judicial Court (SJC), supporting other parties' appeals of the approved return on equity rate and MMRC. The SJC has not ruled on the appeals as of December 2018.

The Compact also participated in regulatory proceedings at the DPU related to the retail electric market, pushing for policies that promote a competitive power supply market while ensuring common-sense protections for consumers.

# Report of the Cape Light Compact

## ENERGY EFFICIENCY

Jan – Nov 2018	Number of Participants	Customer Savings	kWh Saved	Rebates/Incentives Paid to Customers
Low Income	26	\$6,273.12	31,365.60	\$48,684.43
Residential	5,776	\$314,267.07	1,571,335.35	\$999,219.61
Commercial	39	\$107,430.73	537,153.66	\$363,714.18
Total	5,841	\$427,970.92	2,139,854.60	\$1,411,618.22

\*Please note that this data does not include activity that occurred in December 2018. Please visit [www.capelightcompact.org/reports](http://www.capelightcompact.org/reports) for complete information.\*

Funding for the energy efficiency programs (i.e. energy audits for homes and businesses, rebates on the purchase of energy efficient appliances and energy education in our schools) comes from the monthly customer “energy conservation” charge on each customers’ electric bill, which is multiplied by the number of kilowatt hours used during the month (\$0.02109 for residential customers and \$0.0078 for commercial and industrial customers).

Other Cape Light Compact efforts include:

- Energy Consulting, Lighting upgrades and other energy saving measures were performed at several town buildings including Stony Brook Elementary School and Police Station.
- Cape Light Compact continues to offer support for energy education to the Nauset School District through classroom materials which are aligned with the state NGSS and STEM initiatives. In addition, teacher workshops are offered free through the Compact’s Energy Education Outreach program.
- 24 ENERGY STAR® qualified homes were built in the Town of Brewster.

Brewster Representative – Colin Odell

# Report of the Cemetery Commission

The Commission was inactive during the first six months due to a lack of members to make a quorum. In June the Commission added a third member Sophia Sayigh and with her, James Jones, and Thomas Rogers, the Commission was now able to function as the Select Board approved its operation with three members.

The Commission met in June, August, September and November. Discussion in these sessions focused on Green Burials and the need to secure funding to lay out a defined section in Brewster Memorial Cemetery similar to the current A and B sections, the posting of a more sophisticated agenda format; and the need to post the agenda 48 hours prior to a meeting. Commission members also reviewed Open Meeting laws and talked about ways we might get more members of the Public to come to our meetings and participate in our activities.

The Commissioners individually inspected the cemeteries and noted most were being well cared for by the DPW but that a downed stone in Breakwater Cemetery should be professionally righted. Discussion also focused on a bench introduced into Brewster Memorial by relatives of a recent burial and the fact that it could breach cemetery rules.

Respectfully submitted,  
Thomas C Rogers, Chair

# Report of the Chamber of Commerce

During Fiscal Year 2018 the Brewster Chamber of Commerce continued its campaign promoting Brewster as Cape Cod's Ecotourism Destination – a unique community with the environmental and cultural assets to support the claim. The organization embraced the Town's efforts to create a "Vision Plan" that could support this ecotourism campaign.

During FY18, the chamber continued to offer programs to businesses and the community in addition to running the town information center daily during June, July and August.

- The Chamber installed new, wall-mounted brochure racks in the Information Center, opening floor space and improving brochure visibility and traffic flow.
- The Chamber purchased a storage shed, set up in the back-parking lot at Town Hall, to use for festival supplies and stored paper work.
- A sign stating "Brewster Chamber of Commerce" was added to the town hall sign providing an important Route 6A presence for the organization.
- For the second year, the Chamber has been a sponsoring partner with Parks by Nature on their Pocket Ranger app featuring all MA state parks. Our ad with a link to our website is on the Nickerson State Park page: over 6 months the app receives more than 3 million impressions and our ad is clicked through over 1,600 times.
- "Everyone (love) brewster We're filled with local color!" continues as our advertising slogan, placed in publications including the Best of Brewster, Brewster Whitecaps and Cape Cod Sea Camps Alumni magazines among others.
- "Best of Brewster" magazine celebrated its 8th anniversary. This life style publication is mailed to all Brewster tax payers including part-time residents at their primary address. It features local businesses, stories about the town and is available at our inns, B&B's, campgrounds, resorts, rental properties and advertising businesses.
- "Best of Brewster" TV show celebrated its 7th full year. It can be seen on local cable access channel 99. The goal of the show is to find out how our local business people got the courage to do what they do. Member businesses of the Brewster Chamber, along with people of interest from local government are featured. Over 90 business people have been interviewed over the 7 years the show has been running.
- Nor'easter be damned! For the 8th Annual Green Halloween, in collaboration with the CC Museum of Natural History, 458 people braved the storm to enjoy a safe Halloween celebration. Businesses donated non-edible treats for the children attending.
- The 11th annual Brewster for the Holidays, the 3-day town-wide festival held the first weekend in December, provides holiday fun for the young and the young at heart while raising money to support a local mission-based organization working with Brewster children. Through the sale of the annual commemorative ornament (Paine's Creek Beach by Brewster Artist Liz Perry) in FY18 Brewster PTO received \$1,500.
- The "We Referred You" program is very popular with chamber members who look forward to know that their business was referred by chamber staff. And only chamber members are referred!
- BCC and the four other Lower Cape Chambers present the 10th Annual Lower Cape Home & Garden Show with more than 85 vendors and 3,500 attendees
- Brewster in Bloom celebrated its 32nd anniversary. The craft show continues to sell out with 92 craft vendors; town-wide support for the festival continues. \$5,000 from proceeds of fundraising goes to the Brewster in Bloom grant program providing scholarships for Brewster students.
- BCC continues as a partner of the five Lower Cape Chambers to market the region as "old Cape Cod", and with LC3 (Local Cape Chambers Collaborative) working on issues that impact businesses across Cape Cod.

# Report of the Chamber of Commerce

The Mission of the Brewster Chamber of Commerce (BCC) is to strengthen, promote and support the economic feasibility, cultural richness, environmental sensitivity and social needs of Brewster. The Chamber encourages the spirit of fair trade and good business practices. This mission is met through a variety of programs and events undertaken by the Chamber including but not limited to the Business After Hours Networking meetings, Member Advertising Program, Brewster in Bloom, and the Lower Cape Home & Garden Show. The two, part-time year-round professional staffers facilitate the work plan of the Board of Directors and assist Chamber volunteers. Three seasonal part-time staffers work for 14 weeks in the summer to assist in providing visitor services.

## Report of the Coastal Committee

The charge of the Brewster Coastal Committee is to develop a management plan for Brewster's coastal resources. The four members of the committee held a total of 23 meetings in 2018 to work towards this goal.

The Committee worked closely all year with our consultant Carole Ridley, principal of Ridley and Associates to scope out, write, and gather public input on sections of the Coastal Resource Management Plan (CRMP). With Ms. Ridley's guidance the Committee developed a draft outline of the plan, and then chose five topics to explore in detail. The topics are: 1) Sustaining our public beaches 2) Preserving values and services provided by healthy coastal wetlands 3) Providing access for water dependent activities 4) Preserving access to beach and landings for residents and visitors and 5) Protecting vulnerable infrastructure, visual access, cultural & historical resources. The Committee and Ms. Ridley developed outlines for each paper and then Ms. Ridley wrote papers on each topic that frame the issues, provide examples of management concepts, list what actions the Town can take, discuss the pros and cons of those possible actions, and present questions for Town discussion.

On April 3 the Cape Cod Times published a "My View" column written by the Committee that invited the public to a series of five workshops, based on the topics above) to be held on May 17th, June 14th, July 19th, August 16th, and September 13th. Announcements were also made via the Cape Codder, the Town of Brewster website, the digital sign on Route 6A by the Fire Station, and via posters at municipal buildings and community businesses. The goal of these workshops was to gather input from the community on each specific topic. The summary papers were made available for reading ahead of time, and at each workshop a Committee member explained the goals of the evening, then one or two experts gave a presentation, and then Ms. Ridley facilitated a discussion with the participants. Each of the summary papers and video of the workshops can be accessed via the Town of Brewster website. In the late Fall the Committee worked to merge all of this information into a draft Coastal Resource Management Plan and on December 17th Ms. Ridley gave a progress report to the Select Board. A draft of this document will be presented for public review in early 2019.

The Committee worked with the Brewster Recreation Commission and Tonna-Marie Surgeon Rogers from the Waquoit Bay National Estuarine Research Reserve to develop a survey that was distributed to adults who take children to Brewster beaches. The survey was distributed to the Recreation Department email list in March and August and received over 150 responses. The Committee also worked with the Cape Cod Chamber of Commerce to distribute paper copies to visitors and residents who came to the office to purchase beach stickers. Surveys were collected from 22 visitors. The results will be compiled and discussed in 2019.



# Report of the Coastal Committee

The Committee met jointly with the Bikeways Committee on May 3rd and July 10 to discuss how the Coastal Resource Management Plan can help accomplish the goals of the Brewster Bikeways Strategy, and the proposed bike trail that would allow visitors to the Department of Conservation and Recreation property at Nickerson Park to bike across Route 6A to Linnell Landing beach. The two Committees jointly submitted a letter to the Select Board in support of the project and requested that the Town reach out to its elected representatives to inquire about financial resources to construct a tunnel or bridge across Route 6A.

The Committee also initiated a request from the Town of Brewster Planning Department to the Cape Cod Commission to provide expertise in transportation issues. Steve Tupper, Transportation Program Manager with the CCC met with the Committee several times to scope out the possibilities of running a pilot beach shuttle in Summer of 2019. A final report will be submitted in early 2019.

The Committee developed a draft public engagement strategy that the Select Board revised to be applicable for coastal and noncoastal activities

Respectfully Submitted,

Abigail Archer

Mary O'Neil

Pat Hughes, Chair

Rachel Hutchinson

# Report of the Community Preservation Committee

The Community Preservation Committee is dedicated to the important work of helping make Brewster a better place to live through support of appropriate projects in Historic Preservation, Community Housing, Recreation and Open Space Acquisition.

Now in its thirteenth year, the Brewster Community Preservation Committee (CPC) receives its funding from Brewster taxpayers through a 3% surcharge on local real estate taxes and a supplemental amount from State government as provided under the MA Community Preservation Act (CPA). The State government "match" comes from a small statewide fee on real estate transactions. From 2005-2007 the State provided a 100% match, which percentage has declined ever since. The 2018 match was 20.7%. Through June 30, 2018, over \$14.4 million in CPA revenue has been raised: \$9.7 million locally and \$4.7 million from the state match.

When Brewster Town Meeting approved the Community Preservation Bylaw it provided for expenditures in the following areas:

Open Space Acquisition - 50%

Historic Preservation -10%

Community Housing -10%

Historic, Housing, or Recreation -30%

The CPC reviews applications for funding and considers recommendations from the Open Space Committee, Recreation and Historical Commissions, the Housing Partnership and the CPC's own Housing Sub-Committee before submitting articles for consideration by Town Meeting voters.

Over its history, the CPC has recommended and Town Meeting has approved the following net expenditures for activities and projects that have been completed or in progress: 26 Historic Preservation awards totaling over \$2.67 million; 19 Community Housing awards totaling \$3.28 million; 12 Recreation

# Report of the Community Preservation Committee

awards totaling almost \$970,000; and 18 Open space awards totaling \$7.75 million. Town Meeting approved \$3,198,000 in funding for CPC referred projects in 2018.

Eight projects were approved at the May 7, 2018 Town Meeting:

## **1. Historic Preservation: \$140,000**

Brewster Historical Society-Elijah Cobb House outbuilding. This funding will enable the Brewster Historical Society to rehabilitate the Cobb House outbuilding so that it may be used for exhibit space, archive and collection storage and to house a circa 1875 Democrat carriage.

Total Project: \$256,667

CPC Funding: \$140,000

## **2. Community Housing: \$130,000**

Brewster Housing Authority-Huckleberry Lane: This funding will enable the Brewster Housing Authority (BHA) to put new roofs, gutters and downspouts on BHA's state subsidized affordable rental family housing apartments on Huckleberry Lane. Built in 1988, the development includes twelve duplex style buildings with a total of 24 apartments, including two that are accessible to persons with disabilities. The roofs date to the original construction and are in dire need of replacement in order to preserve the BHA's only affordable rental family housing units.

Total Project: \$161,160

CPC Funding: \$130,000

## **3. Community Housing: \$36,000**

Part-time Housing Coordinator: This funding will continue the part-time Housing Coordinator (approximately 19 hours per week) for Fiscal Year 2019. Like other towns in the region and state that are trying to increase the supply of affordable housing in their community and in tackling complex housing policy concerns, Brewster will benefit from continuing to have a professional on staff to solely focus on affordable housing issues such as coordinating and publicizing the Town's affordable housing programs and resources, implementing aspects of the Housing Production Plan, working with developers and neighborhoods, monitoring existing affordable housing restrictions, and advising Town boards and committees about potential opportunities to increase the supply of affordable housing.

Total Project: \$36,000

CPC Funding: \$36,000

## **4. Community Housing: \$15,000**

Community Development Partnership-Cape Housing Institute: This funding enables the Community Development Partnership to support the second year of the Cape Housing Institute, a 6-week training program that equips local elected and appointed officials and interested citizens with the knowledge and skills needed to support the creation of more year round housing in Brewster and the rest of the Lower Cape. 73 Lower Cape officials/residents attended the first training session, including 11 from Brewster.

Total Project: \$175,000

CPC Funding: \$15,000

# Report of the Community Preservation Committee

## **5. Community Housing: \$185,000**

0 Millstone Road Property: The purchase of this property allows the Town access to 15.03 acres of municipal-owned land which has been landlocked. In 2005, Town Meeting voted to investigate the use of the larger parcel for affordable housing purposes. A re-affirmation of that vote and the transfer of the parcel for purposes of the creation of community housing was also voted at this Fall Town Meeting. As defined in the 2017 Brewster Housing Production Plan, identifying municipal-owned properties for affordable development is a key strategy to create more community housing. The purchase of this parcel with CPA funds is permissible, provided that the property itself is used for affordable housing purposes, or if the housing is to be constructed only on the land-locked property that the Town already owns. The Millstone Road property will be a part of the affordable housing parcel and used to create community housing that would otherwise not be feasible without the frontage that the Millstone Road property provides to the back land.

Total Project: \$185,000 (\$175,000 land acquisition, \$10,000 for associated costs)

CPC Funding: \$185,000

## **6. Open Space: \$1,785,000**

Long Pond Woodlands Conservation Area: This acquisition will preserve a critical 42.01 acre property extending from Route 137 to Long Pond, which has been a high priority for the Open Space Committee for over 30 years. These woodlands lie within the Town's Eastern Zone II and specifically provide drinking water protection for Wells #1, #2 and #3. This heavily forested pine-oak-beech woodland is within the MA Priority Habitat for Rare and Endangered Species and the Statewide Land Conservation Plan area.

These parcels sit on Long Pond, an impaired great pond, putting it high on the Priority Pond Parcel acquisition list for protection of Brewster ponds. This property falls within the Herring River Watershed and has been reviewed as part of the Massachusetts Estuaries Project (MEP). Preservation of this property will help the Town comply with the state's suggested Total Maximum Daily Load (TMDL) nitrogen limit for the Herring River Watershed, by preventing development and associated on-site septic systems that might otherwise occupy this site in the future.

The Town has applied for a state L.A.N.D. grant towards funding this acquisition. The property will be managed for conservation, watershed protection, and passive recreation. The Brewster Conservation Trust (BCT) has agreed to contribute a gift of \$230,000 towards the purchase price of the property and will hold the Conservation Restriction

Total Project: \$1,785,000 (\$1,750,000 land acquisition, \$35,000 for associated costs)

CPC Funding: \$1,785,000

The CPC inherited an existing land purchase program enacted under prior state legislation providing for a Cape Cod Land Bank. In addition, the CPC inherited responsibility for a long term bond issued by Brewster to finance a prior purchase. The Town has issued additional bonds for three purchases since 2006, but the level of indebtedness on land purchases is relatively unchanged since the CPC was formed. Bond payments are from CPC open space funds.

As a part of acquiring open space parcels, the Town standardly applies for State Land Grants. From 2006 through 2018 Brewster acquired eighteen open space properties (including Conservation Restrictions) totaling 241 acres with a total acquisition price of \$12,316,000. State LAND grants, as well as other funding was secured for these purchases resulting in a net cost of 61% or \$7,523,000, with a final per

# Report of the Community Preservation Committee

acre cost of \$31,215. Less funding has been available in the last few years, making individual land grants harder to obtain. However, the Open Space Committee has worked closely with the BCT and the Compact of Cape Cod Conservation Trusts to foster partnerships with other conservation trusts, as well as neighboring towns to purchase a number of properties, resulting in reduced costs to Brewster, even without State LAND grants.

## **7. Recreation: \$150,000**

Recreation Department: This funding provides for Americans with Disabilities Act (ADA) improvements to athletic fields, including but not limited to handicap accessible parking spaces, accessible walkways and viewing areas, at the athletic fields at Freeman's Way, Town Hall, and Gage's Field.

Total Project: \$150,000

CPC Funding: \$150,000

## **8. Recreation: \$35,000**

Recreation Department-Tennis Court Repairs and Resurfacing: This funding has allowed the Town to repair and resurface the adult and youth tennis courts off Underpass Road, constructed in 2009.

Total Project: \$35,000

CPC Funding: \$35,000

## **Four Projects were approved at the December 3, 2018 Fall Town Meeting.**

### **1. Historic Preservation: \$410,000**

Cape Repertory Theater- Crosby Barn Rehabilitation- Phase 2: This funding will enable the Cape Rep Theatre to complete Phase 2 of the Crosby Barn Project, which building is a state-owned property. Phase 2 rehabilitation of the historic barn will include a wider, handicapped accessible entryway, an interior staircase to the full basement, a small kitchen for catering, two studios, a bar and a bathroom addition. The central portion of the renovated open space will be improved and available for rehearsal, performance and education purposes.

Total Project: \$1,577,000

CPC Funding: \$410,000 (\$400,000 to Cape Rep; \$10,000 for CPC related monitoring costs)

### **2. Community Housing: \$200,000**

Habitat for Humanity of Cape Cod-Paul Hush Way affordable homeownership development-Phase 2. This funding involved the construction of Phase 2 of the total development of 14 homes for very low income households, that is for households earning no more than 40%-60% of area median income (AMI), as determined by the U.S. Department of Housing and Urban Development (HUD). Phase 2 includes the construction of 8 single-family homes; 2 two-bedroom ranch style; 2 three-bedroom cape style; and 4 three-bedroom ranch style homes. Each home will have a full kitchen, a full bath, a dining area and a living room. All 8 homes will be initially sold to very-low income households subject to deed riders approved by the Town and the Department of Housing and Community Development (DHCD). The resulting development will provide safe, secure and affordable ownership homes for 8 eligible households.

Total Project: \$2,236,977

CPC Funding: \$200,000

# Report of the Community Preservation Committee

## **3. Community Housing: \$100,000**

Brewster Affordable Housing Trust-CPA eligible community housing activities. The Housing Trust was approved at the May 2018 Town Meeting and had its first meeting in July. While the Trust is developing its goals for the coming year, it wanted to have resources available to pursue any CPA eligible opportunities that may arise in the near term, e.g. pre-feasibility and other necessary studies related to the Millstone Road property, the preservation of existing affordable housing properties, or any other time sensitive opportunities that may arise.

Total Project: \$150,000

CPC Funding: \$100,000

## **4. Recreation: \$ 12,000**

Cape Cod Museum of Natural History-Rehabilitation of the Lee Baldwin Trail Observation Platform and Bridges. – The Cape Cod Museum of Natural History is surrounded by 300 acres of Museum, Town and Conservation owned land with nature trails meandering through woodland, salt marsh and over Wing Island to the shore of Cape Cod Bay. The Lee Baldwin Trail starts across Route 6A from the Museum and winds through the famous Stony Brook Valley. There is a wooden observation platform at the start of the trail and a number of small bridges on the walk through the marsh. The Museum wishes to rebuild the observation platform and two small trail bridges, originally built in 2010. By providing an accessible view point the Observation platform allows visitors to view the marsh and its wildlife without physically entering the marsh area and disturbing the environment, habitat and wildlife. The platform commands outstanding views south up the Stony Brook Valley and of the Stony Brook Herring Run. The platform also contains several informational signs that inform visitors about the habitat and physical surroundings of the valley.

Total Project Cost: \$17,500

CPC Funding: \$12,000

This year Peter Johnson resigned from the Committee. We wish to thank him for the time and energy he contributed to the Committee. We welcomed Sharon Marotti and Peggy Jablonski as new Citizen Representatives to the CPC.

Paul Ruchinskas, Chairman  
Faythe Ellis, Vice Chairman  
Sharon Marotti, Treasurer  
Elizabeth G. Taylor, Clerk  
Roland W. Bassett, Jr.  
Barbara Burgo  
Peggy Jablonski  
William Klein  
Diane Pansire

Citizen Member  
Historical Commission  
Citizen Member  
Planning Board  
Recreation Commission  
Housing Authority  
Citizen Member  
Conservation Commission  
Citizen Member



# Report of the Conservation Commission

The Brewster Conservation Commission's responsibility lies in balancing the development and use of properties held by community members with the protection and enhancement of the town's coastal and inland wetland resource areas. The Massachusetts Wetlands Protection Act (1972) and the Brewster Wetlands Protection By-law (1984) are the environmental laws through which the Commission ensures Brewster's resource areas are managed so as to protect the interests that these resource areas play a role in, specifically the protection of the town's public and private water supply, groundwater quality, wildlife habitat, protection from flooding and pollution, storm damage prevention, fisheries, shellfish, agriculture, and aesthetics. The review process by which the Commission assesses each project proposed to take place within resource areas or within 100 feet of resource areas is clearly detailed in these environmental documents as well. They also establish clear performance standards each project must meet to be protective of the above-noted interests. The Brewster Conservation Commission also manages all conservation lands owned by the town for the express purpose of maintaining the natural heritage of Brewster for current and future generations to enjoy.

In working with community-wide organizations, local homeowner's associations, and private landowners, the Conservation Commission is proud to encourage and assist in the stewardship of Brewster's natural resources. Working in partnership with property owners and project managers, the Conservation Commission works towards the resolution of enforcement matters and if needed, the restoration of environmentally sensitive areas. As a measure to ensure the proper review process is followed for projects and that project activities are guided so as to protect the natural resources, the Commission has the tool of enforcement. The use of this tool has enabled the Commission to resolve these cases with property owners and provide education on the guiding environmental laws of both the town and state. When enforcement or penalties are needed, they are issued as a reminder that wetland laws are there to protect our natural resource areas.

This year, Michael Tobin and Hayley Winfield served as Chairman and Vice Chairman, respectively. Ms. Winfield stepped down this year from her duties on the Commission after providing her voice and expertise for many years of service. We are sincerely grateful for her contributions. Nicole Smith has taken on the role of Vice Chairman with the support of the other Commissioners. For Bruce Evans and William Klein, their contributions to the town also include serving as members of the Brewster Comprehensive Water Planning Committee and Open Space Committee, respectively. In addition, William Klein serves on the Community Preservation Committee. The dedication and service exhibited by our serving Commissioners is held in the highest esteem.

This year marked a particularly active year of meetings for the Conservation Commission, to include 161 filings. Most project reviews have complexities when assessing each fully, and as such, these filings include numerous hearings and continuances. For their diligent management of so many filings, for the everyday assistance in providing accurate and educational information to members of the public, for the numerous site visits, permit completions, and steadfast meeting management, gratitude is extended to Noelle Aguiar, our Conservation Administrator, and Carol Spade, our Administrative Assistant. In addition, the endeavors and accomplishments of Chris Miller, our Natural Resources Director, and Ryan Burch, his Assistant, are celebrated by the Commission. Their determined dedication in both the regular management of all town-held properties as well as the direction and commencement of new environmental initiatives to enhance these resource areas for the community are much appreciated.

Respectfully submitted, Michael Tobin, Chairman

Hayley Winfield, Vice Chairman (former) Nicole Smith, Vice Chairman (present)

Bruce Evans, Commissioner

William Klein, Commissioner

Peter Wells, Commissioner

# Report of the Council On Aging

The COA's mission is to support and advocate for older adults and their families by providing programs, services, and resources that promote independent living and quality of life. The vision is a society where "All Ages Matter," and where successful aging across the lifespan is measured by purposeful living, personal well-being, respect and caring for others, life-long learning and opportunities for social and civic engagement, supported by local and regional planning partnerships that recognize and support the unique gifts and needs of each generation

In FY2018, the COA developed a 5-year Strategic Plan that is in direct response to the findings of a Town-wide needs assessment study and in line with both the Age-Friendly Town Initiative currently undertaken by more than 100 agencies and organizations across Massachusetts and the Commonwealth's first Governor's Council to Address Aging. A Community Forum was held in May to solicit input from Brewster residents regarding their interests, needs and priorities for programs and services. After presentations to, and with support of, the Select Board and Finance Committee, steps to implement the Plan will start in FY2019. A new full-time Program Coordinator's position was approved to support these efforts.

A major finding from the needs assessment study is that the COA building (current Senior Center) is inadequate for current and future needs and for the expansion of programs. A new facility, preferably as part of an intergenerational community center in a repurposed town building or a new site, is required to implement this Strategic Plan successfully and to become an age-friendly community. A Community Center is also a major recommendation in the Brewster Vision Report. With limited space at the current Center, the COA is now taking a 'Center without Walls' approach to offering expanded programming. This involves collaboration with other Town Departments and organizations to offer new programs in varying venues. Consistent with community input, efforts in FY2019 will focus on exercise and fitness programs (including moderately active exercise, yoga, tai chi, Zumba), pickle-ball and bocce to meet the interests of younger old and more active residents. Attention will also be directed to health and fitness workshops, housing needs to support aging in place, technology and computer training, and a free film series featuring movies with older actors.

COUNCIL ON AGING STAFF AND MEMBERS



BEAUTIFY BREWSTER - DEBRA JOHNSON, MARY RANCOURT AND BRENDA LOCKE





# Report of the Council On Aging



Cape Sands Ballroom presented a Christmas Showcase this past December

During FY2018, the COA provided programs and services to a total of 10,121 older residents. The COA fleet of vans provided 3,211 rides for 130 persons. Through Elder Services of Cape Cod and the Islands, 10,783 home-delivered and on-site lunches were provided to 136 persons. The COA provided a range of exercise programs for 196 persons, and social or cultural events for 654 persons. Outreach services that help identify, advocate for, and connect older residents with unmet needs to government and private sector agencies and COA programs and services designed to meet those needs were provided for 360 individuals. In 2018, S.H.I.N.E. (Serving Health Insurance Needs of the Elderly) representatives, were able to save \$118,426. for over 273 seniors who participated in Medicare's Open Enrollment, which is held from October 15th to December 7th.

The COA is fortunate to have had 112 volunteers in 2018 who provided 6,490 hours of service to complement the work of staff. These volunteers assisted with banking assistance, computer classes, financial planning, legal help, food distribution, kitchen help, medical equipment shed maintenance, Meals on Wheels delivery, medical appointment transportation, and the monthly COA newsletter. The COA is most grateful for the financial support given by the Friends of Brewster Elders. This organization supports many of our programs and subsidizes several social events. They also organize trips and outings throughout the year. Every year, they donate to Elder Service's Meals on Wheels Program to ensure that no older person will go without a meal. The Friends also manage our Sea Captains Thrift Shop at 66 Harwich Road. Your support of the Thrift Shop provides aid to some programs which otherwise could not be funded through the Town budget. The Shop's hours are Mondays to Saturdays from 10:00am until 3:00pm, with limited hours during January and February.

For more information about our upcoming programs and services, please stop by for a current newsletter, "Bayside Chatter", look for our flyers around Brewster, or check us out on the Town's website: <https://www.brewster-ma.gov/departments-mainmenu-26/council-on-aging-mainmenu-35>

Respectfully submitted,  
Andrea Nevins, Co-Chair  
Frank Callahan  
Cynthia O'Leary

Sharon Tennstedt, Co-Chair  
Robert Deloye  
Karen Thurber

Steve Holmes



# Report of the Crosby Mansion

This year we celebrated our 26th anniversary of forming The Friends of Crosby Mansion, Inc. I still can remember that cold February day back in 1992 when well over 100 people showed up to look around then most left “horrified” thinking it was a lost cause. Well, 12 decided not to run and took on the task at hand, our progress made more interest and more Friends volunteers over the years. What a fantastic journey this has been. I use this quote from Margaret Mead, anthropologist: “Never doubt that a small group of thoughtful, committed citizens can change the world. Indeed, it is the only thing that ever has”

Cape Cod Life Magazine held their “Best of Cape & Islands” 2018 reader’s choice awards and Crosby Mansion received the Silver award once again for best lower cape smaller wedding venue and was featured in both their May issue of “say I do” wedding guide and June issue.

We held Six Open House tours and all were very well received with attendance up from previous years. The first Open house kicked off on July 4th weekend with four more held during the summer months and last one over Columbus Day weekend.



We also held wedding receptions, 50th anniversary parties and other functions this year. Reservations for private or group tours skyrocketed and have been the most popular. Cape Cod Viewfinders Photography group was just one of many. Private tours can range from four people (min) to twenty people (max). All these generate much needed revenue.

We once again welcomed and held events that benefited Town and local organizations such as Friends of Brewster Elders, Brewster Historical Society, Cape Cod Sea Camps and several senior living establishments.

The 2018 cottage rental season was another huge success, I can honestly say it was the best season since we started renting them. The Waterfront Bungalow was reserved every week beginning the first week of June, ending last weekend of September. The Ranch cottage weekly rentals started mid-June and ended mid-September.

I continue to maintain, upgrade and purchase new items as needed on these two cottages to keep them up to date and appealing for both returning and new renters. New kitchen and bathroom floors were installed in both cottage just to name a few.

# Report of the Crosby Mansion

We started work on the third cottage removing items from interior, cleaning up and re-shingling the entire back side to start the restoration process.

Unfortunately this cottage needs many renovations to make it livable and we just do not have the funds available right now. The goal was to have it ready for 2020 summer season but that hope fades as more Mansion repairs continue to surface which intern deducts money from our self-funded account.

Four major renovation projects did take place at the Mansion this past year. First was the total replacement of the balcony above the second floor front bedroom. Unfortunately as workers started the project they found more hidden structural decay that needed immediate attention and replacement as well. This area had been patched and band aided since the 50's. Second project was to install a new third floor custom window above that balcony to match the original opening from 1888. The one that was in place was installed during alterations in the late 1960's. Third project was replacement of third floor window pediment over master bedroom. This detail has been lost to time and was just about to fall. The new work was crafted all by hand and replicated to exact specification using original pieces that still remained and old photographs. Fourth project was restoration of the Billiards room entrance roof structure and trim. Time and insects had taken its toll on this area and it needed to be made safe and secure once again.

Ah, the life of an old (130 years) almost 18,000 square foot structure!

I end with a heartfelt thanks to our small dedicated group of volunteers. The Friends tackle landscaping, painting, decorating, organizing, cleaning, etc. and then serve as docents during our open houses to tell visitors all the history of the Crosbys and of this remarkable building. The pride all of us take in our accomplishments shows.

Gratefully submitted,  
Brian Locke,  
Crosby Mansion Property Manager

# Report of the Cultural Council

## **Mission Statement**

The Brewster Cultural Council, made up of volunteers appointed by the Brewster Board of Selectmen, makes decisions on how to award the money granted to it by the Massachusetts Cultural Council. In addition to its state responsibility, the Council sponsors several cultural events, in Brewster, throughout the year.

## **Applications**

The local council reviews standard LCC applications, which may include a broad range of cultural activities that will serve local cultural needs. There are currently 329 local cultural councils in Massachusetts that form an extensive grassroots system of public support for community cultural programs.

## **Grantees**

For 2018, the Brewster Cultural Council received \$4200 to award for cultural programs. The Council received 26 LCC applications and approved 16. Successful applicant projects included: Meeting House Chamber Music Festival's Summer Chamber Music Series, Cape Rep, OpenMic Classical, Cultural Center of Cape Cod, Creative Outlets, RISE AND SHINE program, Cotuit Center for the Arts, Nauset Regional Middle School, Cape Cod Commercial Fishermen, Pleasant Bay Community Boating,

# Report of the Cultural Council

Sustainable Cape, Outer Cape Chorale, Cape Cod Alzheimer's Services, Open Mic Classical, Song Keepers, and the Brewster Ladies Library.

## Local Initiatives

In addition, the Council sponsored and organized the Ninth Annual Brewster "Literary Evening," readings by Brewster writers in October, 2018, the Twelfth Annual Art Exhibit of Brewster Artists in March, 2018, and in May, 2018 our Sixth Musical program. The Council sponsored our Third Writers workshop in 2018. All programs were held at the Brewster Ladies' Library.

## Meetings

The Brewster Cultural Council generally holds its meetings on Mondays, 4:00 p.m. at the Brewster Town Hall or Brewster Ladies Library. Agendas are posted at Town Hall. We welcome future grant applications and input to improve the quality of life for all Brewster residents.

## Appreciation

The Brewster Cultural Council wishes to thank the Select Board, the Town Administrator and staff, Brewster Ladies Library staff and the people of Brewster for their support. Under state law, members of the Council may serve for two consecutive terms of three years. The Council wishes to say "Thank You" to Sharon Leder and Thomas Petruso for their many years of service and for their valuable contributions to the work of the Council.

Respectfully submitted,

Ralph Marotti - Chairperson  
Joan Bernstein  
Traci Noone  
Monika Woods

JoAnn Phillips – Secretary  
Maureen Callahan  
JoAnn Phillips

Joan Swaluk– Treasurer  
Annie Gerrity  
Tonia St.Germain

# Report of the Dog Park Development Committee

The Dog Park Development Committee made major progress in 2018 toward establishing a municipal dog park in Brewster. The Committee hopes to host a "Grand Opening" of the Brewster Dog Park within 18 months.

In 2017, the Select Board authorized siting a dog park on the municipal property at 631 Harwich Road. In early 2018, the Town obtained a \$25,000 grant to design the park. Following a request for proposals, the Town contracted with the Berkshire Design Group of Northampton, Massachusetts, to design Brewster's dog park near the police facility.

The Committee held meetings throughout summer and fall 2018 to identify critical features of the park as well as its location. Dog park design expert Marilyn Glasser, author of "Dog Park Design, Development, and Operation," consulted with the Committee about desirable features as well as how to avoid certain problems.

The public was invited to be engaged and abutters were notified of meetings. Public input as well as input from Town officials was considered. The Committee voted to establish the park just east of the police facility. Primary influences contributing to the location selection included controlling cost, providing sufficient buffer from abutters, and preserving as much of the Town parcel as possible for potential future uses.



# Report of the Dog Park Development Committee

The Committee submitted an application to the Stanton Foundation seeking funding for park construction. The Recreation Department (the municipal entity that will manage the park) submitted an application for Community Preservation Act funding for a 10% cash match that would be required by the Stanton Foundation if the Town is awarded a construction grant for up to \$250,000.

If the construction grant is awarded, the Committee will proceed with a construction bid process. Park features would include

- o “all” dog and a “small” dog double-gated and fenced sections,
- o fresh drinking water in both areas,
- o naturally provided shade,
- o dedicated parking,
- o signage with rules and policies,
- o sustainable surfaces,
- o ADA accessibility,
- o benches in the park area,
- o an interior perimeter path,
- o landscaping features,
- o a sprinkler system for turf areas,
- o security cameras, and
- o buffer landscaping features.

The Select Board voted to establish a municipal gift fund for voluntary donations to help defray park costs. However, this fund is expected to be dis-established with the likely creation of a 501(c)(3) charitable donation account by a non-government entity.

The public is welcome to attend the Committee’s monthly meetings which are held on the second Thursday of the month at 6 PM. The Committee may be contacted at: [dogpark@brewster-ma.gov](mailto:dogpark@brewster-ma.gov).

Respectfully submitted,

Tom Lincoln, Chair

Richard Alto, Member

Arlene Miller-Jones, Member

Hayley Winfield, Member

Carmen Scherzo, Board of Health Liaison

Olga Sherry, Vice Chair

Deborah Blackman-Jacobs, Member

Susan Riseman, Member

Mary Chaffee, Select Board Liaison



**Layout Notes**

1. Do not scale drawings for quantity take-offs or construction. Use written dimensions only. If dimensions are incomplete, contact the Berli Des Gro Group, Inc. for clarification.
2. All lines or points are perpendicular or parallel to lines from which they are measured unless otherwise noted.
3. The Contractor shall verify all layout dimensions, grades, and markers prior to construction. Report any and all discrepancies to the Landscape Architect. All discrepancies shall be resolved on writing prior to beginning work.
4. All areas disturbed from construction activity to be reseed, smoothed, fertilized and mulched with granular mulch after other construction is complete.
5. All new walks and surfaces to meet existing grade and surface with smooth, continuous line and grade.
6. The Contractor shall not install concrete during adverse weather conditions (rain, frost, etc.) unless otherwise directed by the Landscape Architect.

**Site Plan Details:**

- 50'-0" LAYOUT GRID
- 5' CHAIN LINK FENCE SEE DETAIL 39/C-500
- GRAVEL MAINTENANCE DRIVE SEE DETAIL 4/C-500
- GRANITE CURB & BIT. CONC. WALK SEE DETAIL 28/S/C-500
- (2) DOG WATER STATION SEE DETAIL 2/C-501
- BIT. CONCRETE WALK SEE DETAIL 2/C-500
- PROVIDE 40' MINIMUM DISTANCE BETWEEN EXISTING PARKING LOT AND NEW ROAD
- APPROX. EXISTING POLICE DEPARTMENT PARKING LOT
- ACCESSIBLE STRIPED AISLE, PARKING SYMBOLS AND SIGNAGE (2)
- PLANTING BED
- PET WASTE STATION, TYP. OF 2 SEE DETAIL 8/C-500
- CONCRETE CURB & BIT. CONC. WALK SEE DETAIL 28/S/C-500
- BIT. CONC. ENTRANCE ROAD SEE DETAIL 1/C-500
- GRAVEL MAINTENANCE DRIVE SEE DETAIL 4/C-500
- 10' WIDE ACCESS GATE (2) 5' GATES SEE DETAIL 9/C-500
- SAND PLAYGROUND WITH GRANITE CURB EDGING
- PLAY BOULDERS (5) SEE DETAIL 3/C-501
- SMALL DOG AREA
- 8" DEPTH OF WASHES RECESSED
- ENTRY PLAZA SEE DETAIL 3/C-502
- LARGE DOG AREA
- 8" DEPTH OF WASHES RECESSED
- RAISED GROUND SURFACE WITH 3" BARK MULCH, TYP.
- PLAY BOULDERS (7) SEE DETAIL 3/C-501
- 6" STEEL BENCH, TYPICAL OF 8 SEE DETAIL 6/C-500
- WOOD PLATFORM & RAMP SEE DETAIL 4/C-501
- BIT. CONC. WALK SEE DETAIL 2/C-500
- SAND PLAYGROUND WITH GRANITE CURB EDGING
- 10' WIDE ACCESS GATE (2) 5' GATES SEE DETAIL 9/C-500
- RAISED GROUND SURFACE WITH 3" BARK MULCH, TYP.

**Scale:** 1"=30'-0"

**North Arrow:** (Symbol pointing up)

**Revisions:**

NO.	DATE	DESCRIPTION
1	JANUARY 30, 2019	AS NOTED
2	FEBRUARY 22, 2019	W/001,002

**Project Information:**

PROJECT: JANUARY 30, 2019  
 SITE: AS NOTED  
 DRAWN BY: W/001,002

# Report of the Energy Committee

The Town's solar installed panels reaped \$143,548 this year. The energy committee continues to explore other projects that will bring additional energy savings to the Town.

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# Report of the Emergency Management Director

In 2018 the Brewster Office of Emergency Management received an EMPG Grant from the Commonwealth of Massachusetts which was utilized to fund our sixth annual Table Top training exercise that tested the Towns local and regional response to a tornado event involving widespread destruction of homes and business from the area of Ocean Edge southeast through Harwich. This real-time, hands-on training exercise was developed by the Brewster Department of Public Works and Emergency Management officials in conjunction with staff members of the Horsley-Witten Emergency Management Planning Group.

During the training session attending Local Emergency Planning Committee (LEPC) members worked in partnership with other emergency response personnel and department of public works employees from our contiguous communities, the Barnstable County Incident Management Team, and the Barnstable County Regional Emergency Planning Committee to develop and implement a response and recovery plan to this severe weather related incident. The session included the intentional injection of a variety of real time emergency scenarios in rapid succession that were designed to test the decision making, response, and planning capabilities of the attendees. These professionally moderated programs which have become the focal point of our annual training efforts have led to significant improvements in working relationships within the LEPC and with our regional partners.

Prior to any severe weather, potential winter storm, or large community event group planning meetings are held between LEPC members and key Town employees who respond to local emergency situations. In these work session's response and recovery plans, individual department staffing and resource needs, weather reports, crowd control issues, road closures, sheltering plans, and other necessary response and mitigation needs are discussed and written response and recovery plans developed. During 2018 as in past years, several of these sessions were held to prepare for impending winter storms which have become one of the more major threats facing our community. In 2018 severe winter storms that significantly impacted our residents and Town operations occurred on March 2-3 and March 13-14. These events caused widespread long term power outages, significantly challenged our local responses resources, and required Barnstable County to open several regional shelters.

After these storms the Federal Emergency Management Agency (FEMA) and the Massachusetts Emergency Management Agency (MEMA) declared these events as natural disasters which opened up the ability for communities to pursue reimbursement of storm related expenditures. One of the responsibilities held by the Emergency Management Director is the coordination, development, and submission of these required documents. Many of these submissions take several months to complete and several years to be funded. An example of this occurred during 2018 when the Town received \$71,000.00 in reimbursements for a storm that occurred in 2013. For the March 2-3, 2018 storm the LEPC team was able to submit a reimbursement request to FEMA for approximately \$11,000.

Being prepared and having an established response plan prior to these events taking place has proven to be the deciding factor in the LEPC group's ability to maintain a high level of response during these incidents and manage post storm recovery and reimbursement efforts.

Emergency management personnel also continued to attend monthly meetings with the Massachusetts Emergency Management Agency, Barnstable County Incident Management Team, Federal Emergency Management Agency (FEMA), and the Barnstable County Regional Emergency Planning Committee maintain a continuous level of community response readiness and knowledge of regional emergency response and sheltering plans.

# Report of the Emergency Management Director

Coordinating the response to emergency events within our community is a dynamic and challenging process. With this said, Brewster residents should be aware that while it is the responsibility of all Town agencies to provide the community with life safety services on a daily basis it is those personnel assigned to field positions that respond to your requests for assistance during natural and man-made disasters that make up the foundation of our Town's emergency management endeavors.

## Local Emergency Planning Committee Members

Mark Forest	Heath Eldredge	Robert Moran
Paul Anderson	Nancy Ice	Patrick Ellis
Denise Rego	Lisa Souve	Kirk Rounseville
Chris Miller	Kathy Lambert	Tom Thatcher
Sherrie McCullough	Victor Staley	Lisa Vitale
Donna Kalinick	Sue Broderick	James Jones

# Report of the Finance Committee

The Finance Committee consists of nine members who are appointed by the Town Moderator. Three members are appointed each year so that members serve staggered three-year terms. The Committee meets throughout the year, usually weekly during the Town's budget review process. The Committee reviews all operating budgets as well as all Spring and Fall Town Meeting warrant articles.

The Committee's main purpose is to represent the interests of Brewster taxpayers and is, therefore, independent of the elected and appointed Town administrators. The Committee provides recommendations and guidance to voting taxpayers for their consideration at Town Meetings. Committee members also attend other Town board and committee meetings as liaisons. Members expend significant personal time reviewing and evaluating department budgets, warrant articles, and reports.

Finance Committee members perform cost/benefit evaluations of Town governmental operations. Over the past few years, real estate taxes have become a larger percentage of total Town revenue. In the taxpayers' interest, the Committee will continue its thorough analysis of all expenses to promote efficiencies and prudent financial management practices.

The Finance Committee controls a \$100,000 Reserve Fund to provide emergency appropriations for any Town department that may request funding due to an unforeseen shortfall in their operating budget. Appropriation of these reserve funds requires a formal request through the Town Administrator, a public review by the Committee, and a majority affirmative vote of the Committee. In October 2018, \$14,000 was approved to fund professional services for the Town Administrator search.

The Finance Committee continues to address the effects of accounting irregularities discovered in 2018 and develop an explanatory presentation for Town Meeting and Brewster taxpayers. The Committee provided such a report in the Fall 2018 warrant.

The difficulty in closing the year has caused a delay in certifying free cash. This delay has caused the Town to borrow funds for some projects and delay others because the Town could not appropriate free cash funding at the 2018 Fall Town Meeting. The Committee seeks to be actively involved in developing financial policies and procedures to ensure the current accounting crisis does not recur.



# Report of the Finance Committee

In the past 3 years, several capital investment projects approved at Town meetings have had a significant impact on annual tax bills. Considering each expected project's life expectancy, the Finance Committee assesses all financing options to manage impacts of the Proposition 2 1/2 override tax.

The Committee continues to provide input and review of the \$10,000,000 bond authorization for repairing Town roads. Millstone Road will be the next major project and a final plan will be presented at a future Town Meeting. The project's goals are to repair, improve, and maintain Town roads. The Committee continues to support these initiatives as wise and prudent expenditures.

The Finance Committee will continue to perform cost/benefit analyses of all Town financial commitments. The Committee will also play an active and guiding role in evaluating the growing needs and additional services required by the Council on Aging and Health and Human Services.

Respectfully submitted,

Michael Fitzgerald, Chair

Frank Bridges, Clerk

Will DeMaida

Honey Pivrotto

Herb Montgomery

Harvey (Pete) Dahl, Vice Chair

Donald Arthur

Tom Fitzgibbons

William Meehan

# Report of the Fire and Rescue Department

The members of our department would like to express our sincere gratitude to the Board of Selectmen, Finance Committee, Town Staff members, and the residents of our community for the support provided to our department throughout 2018.

As in 2017, most of our effort during the year was directed toward overseeing the construction and opening of the community's new fire/rescue headquarters. Managing this project required mandatory daily interaction with the contractor Delphi Inc., the owner's project manager Pomroy Associates, the architect CDR Maguire, and the Fire Station Building Committee. I am fortunate to report that due to the tireless work of this outstanding team of professionals several hundred Brewster residents and friends of our organization were present at the grand opening of our new facility on Saturday June 23, 2018. In further recognition of the efforts of this skilled group of individuals and the state-of-the-art design and built in training and safety features of the facility the project was nationally recognized by Firehouse Magazine as their 2018 Silver Station Design Award winner. Each member of our organization offers their sincere thanks to the residents of our community for providing us with a highly advanced facility that supports high levels of the morale, health, and safety of our department.

While our organization accomplished many of our planned goals and objectives during the year several operational achievements deserve notice including the purchase and installation of new stretchers and power loading devices in our three ambulances that was funded by a \$190,000 Federal grant, the purchase of a Fire Safety Education trailer that was funded through a \$35,000 Federal grant and a \$5,000 donation from the Brewster Fire/Rescue Association, the purchase of a replacement ambulance, placing of the new multi-purpose Engine/Rescue fire apparatus into service, the development of an active shooter response policy with our contiguous mutual aid partners and the Brewster Police, the upgrade of several operational software programs, and the hosting of several Community CPR and Stop the Bleed training courses.

In our quest to maintain our commitment to provide high levels of training opportunities for our personnel we sent four department members to the nation's largest fire service conference (Fire Department Instructors Conference) in Indianapolis. Other training highlights accomplished during the year included



# Report of the Fire and Rescue Department

attendance at two live burn sessions at the Barnstable County Fire Academy, participation in monthly Barnstable County Technical Rescue Team training, attendance at the Fire Chiefs of Massachusetts annual Conference, participation in Operation Vigilant Guard (statewide technical rescue drill), and the hosting of the annual Barnstable County Fire Chiefs training seminar at the Captains Golf Course. In addition to these programs individual staff members attended a variety of fire and EMS based education courses at the Barnstable County Fire Academy including Fire Instructor, Fire Officer, Paramedic Refresher, Live Burn Instructor, and Incident Command. Also during 2018 Captain/EMT Dan Kimball was deployed to North Carolina with the Barnstable County Technical Rescue Team to assist with disaster related search, rescue, and flood recovery efforts.

Our principal task of providing life safety services to the residents and visitors to our community is an extremely dynamic and ever-changing mission. Annual and sometimes weekly adjustments to EMS protocols, community and mutual aid response needs, technology, equipment, fire inspection services, and fire suppression techniques require us to be more aware, better trained, and more adept at planning for and responding to these challenging and escalating demands.

To ensure we meet these mandates our personnel will continue to focus on enhancing our current service levels, and building respect from the community for our organization and the services we provide through continued efficient and effective response to incidents and strict adherence to our four core values of; Prepared For Duty, Serving With Integrity, Responding With Compassion, and Committed To Professional Excellence.

Our experienced staff of skilled personnel have unfailingly proven to be the core providers of life safety services in our community for many years and we look forward to continuing to honor our mission of protecting our residents through the effective and efficient delivery of professional EMS and fire services.

Between January 1, 2018 and December 31, 2018 the Brewster Fire & Rescue Department responded to a total of 3426 requests for assistance. Of this total 914 were fire related incidents and 2512 were EMS rescue related responses. Total property and content loss from the reported fire incidents is estimated at \$240,000. A general breakdown of fire related responses includes:

<b>EMS Incident</b>	<b>2512</b>
Fire (Building, Brush, Vehicle, Chimney, Trash)	46
Hazardous Condition (Electrical, Gas leak, Power line down)	83
Rescue (Motor vehicle collision, water rescue, missing person)	60
Service Call (Public assist, Police assist, carbon monoxide incident, Water leak)	141
Good Intent Call (Controlled burning, Smoke scare)	121
Detector Activation (Smoke/CO activation, Alarm malfunction)	404
Severe Weather (Lightning strike, Wind storm)	48
Special Incident (Walk in report of fire, Citizen Complaint)	9

## Fire Prevention & Inspection

Using two State fire prevention grants in the amount of \$6,123.00 the Fire Prevention Bureau and several of our certified fire prevention trainers conducted a number of fire safety education programs during the year paying particular attention to ensure we reached each of our community's schools by educating over 600 public and private school students, visiting our nursing and assisted living facilities and connecting with our senior housing facility residents.

# Report of the Fire and Rescue Department

We hosted two Open House events attracting over 250 visitors to our facility which enabled us to showcase our equipment and provide further fire and life safety education to our residents and visitors to the community. In October we partnered with the Council-on-Aging to offer a Senior Citizen Fire Safety Education Day at our new facility for 20 participants, and also participated in several community sponsored events such as the Brewster in Bloom Parade, Brewster for the Holidays, and Brewster Conservation Day that provided us with additional opportunities to interact with and educate the public on fire prevention topics and the services we offer. We look forward to using our new Fire Safety Education

In April of 2018 Captain/Paramedic Jeff Sturtevant assumed the Fire Prevention Inspector position. He is a long time veteran of the department and a highly motivated and capable employee. The workload and responsibilities of the inspection services component of the Fire Prevention Bureau continue to escalate in direct correlation with an increase in new construction, increased home sales, and new fire code regulations. Annual mandatory fire inspections, liquor license inspections, home resale inspections, new construction, plan reviews, oil tank installation inspections, quarterly inspections of all nursing and assisted living facilities, and required follow up re-inspections all place a significant burden on the daily work assigned to the position.

The Fire Prevention Bureau generated \$27,800.00 in permit, inspection, burn, and miscellaneous fees during the year. All of these collected monies were transferred into the Towns general fund. The following breakdown identifies the various inspections completed and permits processed by the fire prevention bureau during the year. These inspections and permits resulted in a total of 1386 individual customer contacts.

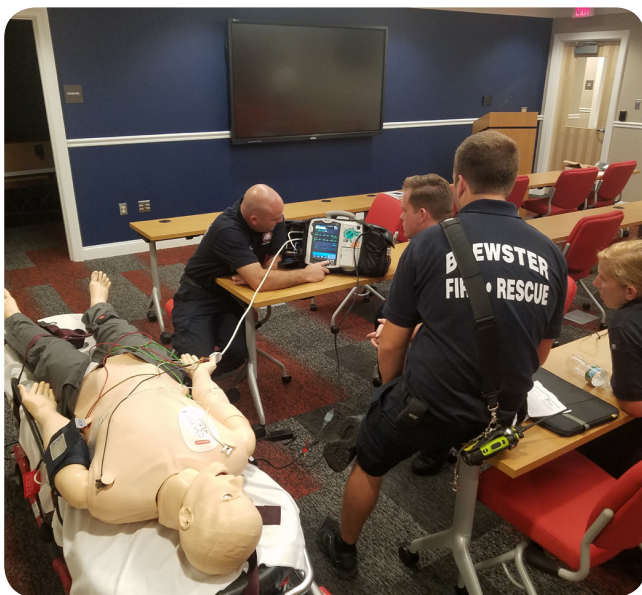
Oil Burner Permits/Inspections	91
Annual Inspections/Re-inspections	109
School Fire Alarm Visits	18
Residential Fire Safety Inspections	37
Lock Box Installs	39
Smoke Detector Permits/Inspections	323
Open Burning Permits Issued	571
Meetings/Plan Reviews	107
Fire Alarm Install Inspections	73

## **Report of the Oil Spill Coordinator**

Between January 1, 2018 and December 31, 2018, the Brewster Fire & Rescue Department responded to 11 hazardous material incidents in the Town of Brewster. These responses included motor vehicle accidents, natural gas leaks, leaking vehicle tanks, chemical spills, refrigerant leaks, and oil leaks. One of these responses to a diesel fuel spill required notification to State resources.

Report of the EMS Division





# Report of the Fire and Rescue Department

Between January 1, 2018 and December 31, 2018 the Brewster Fire & Rescue Department was dispatched to a total of 2512 emergency medical requests for service. A general breakdown of incidents:

Emergency medical	1890
Rescue, other incident	274
Medical assist, assist EMS crew	77
Motor vehicle accident w/injuries	53
Transport to Cape Cod Hospital	1548
Resident Transports	1220
Non-Resident Transports	328

## Brewster Fire & Rescue Department Personnel Roster

Career		Call	
Robert Moran	Fire Chief/EMT	Cindy Coulter	Lt. /EMT
Kevin Varley	Deputy Chief/Medic	Diane Romme	Lt. /EMT
Anthony Dalmau	Captain/Paramedic	Jeff Parker	FF/EMT
Jeff Sturtevant	Captain/Paramedic	William Romme	FF/EMT
Chris Flavell	Captain/Paramedic	A. Rounseville	FF/EMT
Daniel Kimball	Captain/EMT	Scott Romer	FF/EMT
Peter Rubel	Captain/EMT	Dean Smith	FF/EMT
Kirk Riker	FF/EMT	Jordan Shaw	FF/EMT
Kirk Rounseville	FF/Paramedic	Richard Bunker	FF/EMT
Chad Foakes	FF/Paramedic	Louis Carlo	FF/EMT
Joseph Cox	FF/Paramedic	Ben Nickerson	FF/EMT
Matthew Tucker	FF/Paramedic	Mark Pirruccio	FF/EMT
Michael Gerlach	FF/Paramedic	Alex Tuckerman	FF/EMT
Michael Herrmann	FF/Paramedic	Megan Przygocki	FF/EMT
Jared Hogg	FF/Paramedic		
Carrie McEnaney	FF/Paramedic		
Colleen Phelan	FF/Paramedic		
Michael Sprague	FF/EMT		

Amy Handel Administrative Assistant

In closing, our personnel would like to extend our appreciation to the Brewster Police Department, Department of Public Works, and all other Town departments for the invaluable daily assistance, cooperation, and support received by our organization throughout the year.

Respectfully submitted,  
Chief of Department  
Robert Moran



# Report of the Fire Station Building Committee

During 2018 the Fire Station project team consisting of Fire Chief Robert Moran, Deputy Chief Kevin Varley, Taylor MacDonald of Pomroy Associates, Mark Saccoccio of CDR Maguire, representatives from Delphi Construction Inc., and Fire Station Committee members Ralph Ingegneri, Herb Montgomery and former Town Administrator Mike Embury conducted weekly meetings to ensure the construction of the community's new Fire/Rescue facility met all mandatory design criteria and approved building construction standards. This dedicated and unwavering devotion to the construction phase of the project began shortly after the groundbreaking in February of 2017 and continued through until the grand opening ceremony in June of 2018. During this period the team supervised the completion of all site work, roadway and drainage elements, foundation construction, building erection, interior finishes, specialized equipment installation, technology/security system connections, equipment testing & inspection, and punch list closeout items.

As with any construction venture the committee was challenged by several unexpected site complications and unforeseen issues during the project. Resolving these concerns required the unanticipated expenditure of approved funds to ensure the committee met their goal of delivering a modern state-of-the-art facility to our community. In addition to the upgrades to the fire/rescue facility significant improvements to other Town owned infrastructure such as the Council-on-Aging facility, Gages field, and the cell tower were required to be completed during the project. These unforeseen expenses and improvements included:

Council on Aging: Multiple site adjustments and upgrades, granite curbing, landscape improvements, dumpster pad, manhole repair, installation of new sidewalks, paving improvements, new septic system, outdoor patio installation, etc. Sub Total: \$264,416.00

Cell Tower Coordination: Temporary generator, underground electrical and cell phone duct bank revisions, temporary shoring, building shift, utility company back charges. Sub Total: \$162,564.00

Removal of Old Fuel Tanks: Sub Total: \$87,000.00

Gages Field Improvements: Temporary and permanent power to baseball field irrigation, new irrigation controls, paving of path to field, fencing. Sub Total: \$12,083.00

Exterior Trim Upgrades: Historic District Commission requested significant upgrades to exterior trim and other details on facility. Estimated cost of \$100,000 above initial design.

Fire Station: Unsuitable soils. Sub Total: \$250,000.00

Due to the dedicated work of the committee, the project team, the Brewster Building Department, and many other community members Brewster Fire/Rescue hosted the grand opening of their new state-of-the-art facility on Saturday June 23, 2018. Over 400 residents, visitors, local officials, and guests including members of the Mount Kisco (NY) Fire Department where Committee Vice-Chair Ralph Ingegneri formerly served as fire chief were present at the event.

Firehouse Magazine 2018 Station Design Award Winner

In November of 2018 Firehouse Magazine announced the winners of its fifth annual Station Design Awards program, which recognizes outstanding architecture and design of fire department facilities nationwide. Thirty-seven projects entered this extremely competitive competition and based on the outstanding internal and external design of our facility and the inclusion of state-of-the-art technology,

# Report of the Fire Station Building Committee

training, and firefighter health and safety related elements Brewster Fire and Rescue Department and the project team was awarded a Silver Award by a panel of expert judges.

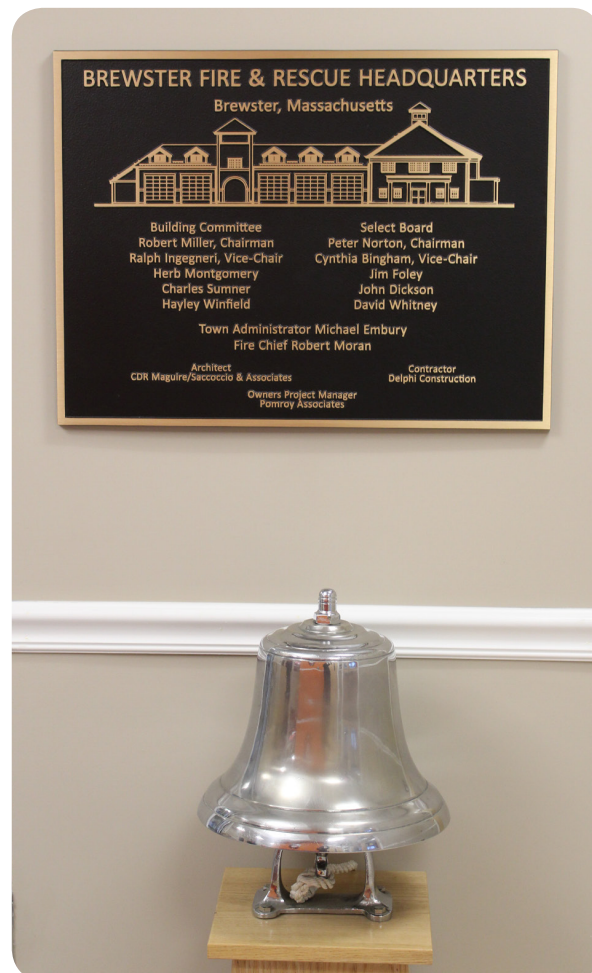
In closing, the fire station building committee was given the key responsibility by the Select Board to ensure that the construction of our community's new state-of-the-art fire department facility met the current and future needs of the organization and was completed on time and within the appropriated level of funding. As a committee we took this notable responsibility seriously and at this time we are pleased to report that we were able to successfully meet these principal obligations by delivering a completed project that was on time and within budget.

Our members would like to thank the Select Board, the residents of our community, Finance Committee members, Pomroy Associates, CDR Maguire Inc., Delphi Construction, Inc., fire department personnel, and all of other individuals who assisted us in meeting the identified committee mandates and project goals and objectives.

Respectfully submitted,  
Chairman Robert Miller  
Herb Montgomery

Vice-Chair Ralph Ingegneri  
Hayley Winfield

Charlie Summer



# Report of the Golf Department

The 2018 year was another successful year for the Captains Golf Course. The condition of the courses was again exceptional and we continue to be rated as the top public golf course in the area by Cape Cod Magazine. The factors for such a rating include course conditions, staff professionalism and friendliness, and facility amenities. We are again thankful for the hard work of Golf Course Superintendent, Pete Ervin and his entire staff for the job that they did this year, as well as to Golf Professionals Jay Packett and Steve Knowles for presenting a customer friendly operation.

In May we hosted the Massachusetts Golf Association's Four-Ball Championship, which is one of their major championships. The best players from all over the State competed and all were complimentary of the golf courses, the staff and the facility as a whole. In October, we hosted the New England Intercollegiate Golf Championship for the 19th year in a row. This is the oldest, and one of the largest collegiate tournaments in the country. For the last two years, this event included a Women's Championship as well as the Men's. Although the weather for the tournament was difficult, all the players and coaches, as well as the spectators were amazed at the condition of the courses and appreciative of our members that come out to volunteer for the event. We are proud to be able to host these prestigious events here in the Town of Brewster and strive to continue to attract these types of events that bring valuable notoriety and business to the Town. In addition, this was the first year of operations for our new food and beverage concessionaire, The Freemans Grill. Operated by two local products, Sean Sullivan and Zach Duff, The Freemans Grill brought exceptional service and food quality to the Captains Golf Course. The reviews from the golfers as well as the public were all positive. They served breakfast and lunch daily as well as limited dinner service. It is important to note that the restaurant and banquet facility is open to the public for all to enjoy. It is our goal to spread this awareness throughout the Town.

Some of our initiatives this year included:

- Expansion of the greens back to their original design.
- Excavation of an area adjacent to our irrigation pump house to improve drainage and avoid potential flooding.
- Recondition of our irrigation well #1, which had not been done in many years.
- Repair of two sink holes that were negatively impacting play and a safety hazard.
- Instituting more cost effective and targeted advertising practices to promote the Captains Golf Course.

## **Some challenges we faced included:**

- Removal of approximately 160 trees that came down during the severe storms in March.
- Poor weather conditions, especially during the weekends, that impacted our public play revenues.

In spite of the obstacles, the FY2018 financial operations resulted in a breakeven position for the Captains Golf Course, thus having no negative impact to the Brewster taxpayers. The total revenues of \$3,689,300 covered our wages, operating expenses, pro shop purchases, fringe benefits, liability and property insurance, debt service interest, and capital expense that totaled \$3,310,855 and resulted in an Operating Profit of \$378,445. This profit, along with accrued Golf Reserves were sufficient to pay the \$740,000 annual principal on the Golf Expansion bond. The Golf Expansion bond floated in 1999 for \$10M is a 20-year bond that will be paid off in 2020.

For the past several years, the Golf Department has taken many steps to improve the efficiency of the operation. Some of these have included: installing more energy efficient light fixtures, light bulbs and refrigeration equipment throughout the property resulting in significant savings (this was done at no cost through the Cape Light Compact); reduced part-time seasonal man-hours by about 17%; reduced a 40-week maintenance position to 25 weeks; created an annual fee player tiered structure; utilized equipment leasing options as opposed to purchasing; and participated in inter-municipal agreements with area towns to share equipment.

# Report of the Golf Department

In addition to contributing over \$5M to the Town's General Fund since the inception of the golf course in 1985, the Captains Golf Course continues to provide many valuable benefits to the Town of Brewster that are not easily quantified, and are sometimes overlooked. These include: the positive draw for the Brewster real estate market and business community; the availability of affordable recreation provided to Brewster residents; the support provided to charitable endeavors; the employment opportunities provided to area residents that support local businesses; as well as being a good steward of the land and reducing development.

Over the years, the Captains Golf Course has been an active supporter of fundraising efforts associated with the Lower Cape Outreach Council, Brewster Elementary Schools, Nauset Regional Schools, Brewster Police Relief Association, Cape Cod Regional Technical High School, Cape Cod Hospital, and many more. Over the past years the charitable events held at the Captains Golf Course have netted over \$1.5M for their respective organizations. We also provide free use of the course for both the boys and girls Nauset High School golf teams during their seasons and host a Junior Golf Day in August to promote junior golf. In addition, the Captains Golf Course has participated for the last four years in the PGA Junior League whose goal it is to introduce young golfers to the game.

Over the years, there have been significant capital projects that have been put off due to our financial situation. We are in the process of developing plans to address these deferred capital projects once the debt service is retired. The Captains Golf Course has always enjoyed the support of the Brewster Select Board and all of the Town departments and committees as well as the Brewster community as a whole. We feel it is important to take a long range view of the Captains Golf Course with all of the above factors in mind, so that we can continue to provide a best in class golf facility for the Town of Brewster.

Respectfully submitted,  
Mark T. O'Brien, Director of Operations

Brewster Golf Commission:

John Piemontese, Chair  
Andrea Johnson  
Anne O'Connell  
David Valcourt

Carl Blanchard, Vice-Chair  
Wyn Morton  
Jeff Odell  
Joe Shaw, Commissioner emeritus





# Report of the Golf Department

**Below are some statistics for the period January 1, 2018 through December 31, 2018:**

Annual Fee Passholders:	
Resident Passholders	718
Charter Non-Resident Passholders	5
Non-Resident Passholders	282
Junior Passholders	32
Total Passholders	1,037

Rounds Played:	
Annual Fee Passholders	38,142
Daily Fee Players	36,253
Total Rounds Played	74,395

**Below is a recap of the Captains Golf Course financial performance for FY 2018:**

Revenues	
Annual Fee Passes	\$ 923,907
Daily Green Fees	\$1,676,445
Cart Rentals	\$ 635,137
Driving Range	\$ 124,459
Pro Shop Sales	\$ 286,852
Restaurant Rent	\$ 42,500
Total Revenues	\$3,689,300

Expenses	
Wages	\$1,331,379
Fringe Benefits	\$ 524,828
Operating Expense	\$ 922,008
Pro Shop Purchases	\$ 234,836
Property & Liability Insurance	\$ 18,459
Total Expenses	\$3,031,510

Gross Profit	\$ 657,790
Capital Improvements	\$ 183,068
Debt Service Interest	\$ 96,277

Operating Profit	\$ 378,445
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In addition, there were debt service principal payments totaling \$740,000 in FY18. The resulting deficit of \$361,555 was covered by Golf Reserves resulting in a breakeven bottom line for the Golf Department.

# Report of the Board of Health

**The Role of the Board of Health:** The Brewster Board of Health is composed of five elected members who are responsible for administering Massachusetts health laws and regulations in the Town of Brewster. Daily activities are conducted by a full time Health Director, a full time Assistant Health Director, and a full time Senior Department Assistant.

Local Boards of Health in Massachusetts are required by state statutes and regulations to perform important duties related to:

- Protection of public health, safety and welfare
- Control of transmittable diseases
- Promotion of sanitary living conditions, and
- Protection of the environment

**Board Members:** In June 2018, the Board elected Carmen S. Scherzo, DVM, to serve as Chairman and Annette Graczewski, MT (ASCP) to serve as Vice Chairman. Carmen Scherzo, DVM's term expires in May 2021 and Annette Graczewski's term expires in May 2020. Mary Chaffee, RN, PhD, JD resigned in June after serving 7 years on the BOH, including two as chairman, as she was elected to the Brewster Select Board. Nancy M. Leach, R.Ph, Pharm D. was appointed to serve in place of Mary until the 2019 elections. Joe Ford continues as member of the Brewster BOH and his term expires in May 2019. Penny Holeman, MPH, MA, MS was elected in May 2018 to serve a one year term, expiring in May 2019.

**Board Meetings:** Board of Health meetings are held on the first and third Wednesday of each month. Meetings are open to the public. Video archives and meeting minutes are available on the Town website.

**Member's Additional Activities:** The Board of Health has representatives or liaisons on the following Town committees:

- Water Quality Review Committee: Annette Graczewski, MT, (ASCP)
- Recycling Commission: Penny Holeman, MPH, MA, MS
- Dog Park Development Committee: Carmen S. Scherzo, DVM

## **Board Activities:**

**Applications:** The Board of Health evaluated 30 applications for variances to local and state Title 5 septic system regulations, 5 applications for Food Service Permits, reviewed 8 Planning Board Applications and commented on 1 Zoning Board of Appeals Application.

**Regulation Review:** In a multi-year effort to update and revise all Board of Health regulations, the Board reviewed six regulations and began discussion on a Brewster Marijuana Regulation, which was indefinitely postponed. Updated and discussed regulations include:

- Septic System Inspection/ Maintenance Facilities Regulation
- Upgrading of Substandard Onsite Sewage Disposal Systems Regulation
- Septic System Betterment Regulation
- Financial Hardship Regulation
- Small Wastewater Treatment Facility Regulation
- Special Account Regulation

**Enforcement Actions:** The Board issued a one week suspension of tobacco sales in February for the for sale of tobacco to individuals under the age of 21 for the second violation within a 2 year period at the same establishment.

**Brewster Public Health Nursing Contract:** The Board awarded the contract for two fiscal years, 2019 & 2020, to the Visiting Nurse Association of Cape Cod, Inc. The VNA holds vaccinations clinics, health screenings, and home visits for Brewster residents. They continue to provide outstanding service to the Town of Brewster as they have for many years.

# Report of the Board of Health

**Presentations and Updates:** The Board heard presentations and held discussions on several public health issues as well as participated in Brewster Conservation Day.

**Insect-Borne Diseases:** Gabrielle Sakolsky, Assistant Superintendent and Entomologist, Mosquito Control Project, discussed mosquito control and Zika virus transmission. Larry Dapsis, Entomologist Cape Cod Cooperative Extension, discussed gypsy moths, ticks and Powassan Virus transmission. Larry has also been featured in a 9 part mini-series discussing ticks on Cape Cod that is available on You Tube.

**Septic System Source Phosphorus:** In 2018 George Huefelder, Director of the Massachusetts Alternative Septic System Test Center, did receive a 319 Non-Point Source Grant, "Reducing Phosphorus Impact from Septic Systems Near Freshwater Lakes and Ponds". The Brewster Board of Health continues to support this grant and encourages Brewster residents to participate and take advantage of this important study.

Members of the BOH and the Health Director also participated in a Design Charette titled, Septic System Design to Reduce Phosphorus Loading.

**Discussions were also held on:**

The dates during which dogs are banned from Brewster beaches; Restriction of flavored tobacco products; Cook and chill reduced oxygen packaging; Enforcement of BOH regulations, and other topics.

**Emergency Call-Down Drills:** The Chairman, the Health Director, and the Assistant Health Director participated in call-down drills as part of the quarterly test of the Town's emergency response system. Monitoring of Large I/A Septic Systems: The Board continues to monitor the function of seven large wastewater septic systems in Brewster.

**Thank you:** The Chair thanks the Board members, for their thoughtful, time consuming, and conscientious service to the Town, and to Animal Inspectors Lynda Brogden-Burns and Sherrie McCullough for their continued, compassionate care. The Chair would also like to thank two Senior Real Estate Tax Abatement persons, Virginia Walsh and Susan Clark, for their assistance.

The Chair thanks the members of the Brewster Health Department: Health Director Nancy Ellis Ice, Assistant Health Director Sherrie McCullough, and Senior Department Assistant Tammi Mason. This small department of three professional workers thoroughly, competently, and efficiently performs the many activities required by the Brewster Board of Health, the Town of Brewster, and the Commonwealth of Massachusetts.

Respectfully submitted,  
Carmen S. Scherzo, DVM – Chair  
Annette Graczewski, MT (ASCP) – Vice Chair  
Joe Ford  
Penny Holeman, MPH, MA, MS  
Nancy M. Leach, R Ph, PharmD

# Report of the Health Department

The Health Director carries out the daily activities of the Brewster Board of Health and is responsible for a broad array of duties. During the period from January 1, 2018 – December 31, 2018 my staff and I continued many activities designed to protect the environment and promote public health. Many activities are coordinated with other Town departments, with Barnstable County Department of Health and Environment and with other outside agencies. Quarterly call down drills were conducted to be better prepared for an emergency. I attended meetings of the Cape & Islands Health Agents Coalition to coordinate emergency planning with all the towns in the coalition. My staff and I completed numerous inspections and reports, budget reviews, health planning, and participated in reviewing existing regulations. We have enhanced information available on the Department's website.

## **INSPECTIONS PERFORMED**

Barns	58
Camps, Trailer Parks, Mobile Homes, Motels	12
Food Establishments	249
Housing	2
Percolation Tests, Soil Tests	130
Sewage Disposal	393
Swimming Pools	30
Tanning Establishments	1
Temporary Food Establishments	74
Complaints Investigated	42
Review of Subsurface Disposal System Inspections	219
Review of new Food Establishment applications	17

Monthly activity reports are submitted to the Board of Health. Weekly water testing of the town's beaches and ponds during the summer season was conducted by personnel of the Natural Resource Department.

## **Reportable Diseases**

Under the authority of 105 CMR 300.100, communicable diseases are required to be reported by household members, physicians and laboratories to the Board of Health. The following diseases have been reported to the

### **Board of Health:**

Babesiosis	6 (1 suspect, 1 probable)
Campylobacteriosis	1
Hepatitis A	1
Hepatitis B (chronic)	1 (probable)
Hepatitis C	3 (2 probable)
Human Granulocytic Anaplasmosis	1 (1 suspect)
H Influenza	1
Influenza	27
Lyme Disease	4 (1 suspect)
Salmonella	2
Varicella	1

**Anyone wishing to report a disease may do so by contacting the Health Department.**

# Report of the Health Department

The following licenses and permits were issued during January 1, 2018 – December 31, 2018:

	No. Permits	Total Fees
Barn	55	\$1110.00
Burial	125	\$625.00
Disposal Works Construction Permits	148	\$10,775.00
Disposal Works Installer	43	\$4730.00
Food Service	104	\$10,995.00
Private Well Installation	16	\$960.00
Recreational Camps, Motels, Campgrounds & Mobile Homes	12	\$600.00
Remove, Transport & Dispose of Garbage	16	\$1760.00
Septage Haulers	24	\$2640.00
Swimming Pools & Spas	27	\$2970.00
Tanning facilities	1	\$110.00
Tobacco Sales Permits	6	\$660.00
Variances	26	\$1950.00
Trench Permits	5	\$125.00

Fees Collected by the Health Department

Soil & Percolation Tests.....	\$6900.00
Miscellaneous (Copies, Reports, Maps, Late Fees).....	\$6920.50

**Total turned in to the Treasurer's Office** **\$53,820.50**

The Health Department sponsors programs, with the assistance of the Visiting Nurse Association, programs such as pre-school immunization clinics, adult counseling clinics, home visits, communicable disease monitoring and preventative control programs were offered. An Influenza clinic was held in the fall of 2018 with a total of 69 immunizations.

As in previous years, I have continued to work towards better public health standards for the Town through involvement in meetings, seminars, sponsored by the Massachusetts Department of Public Health, Massachusetts Environmental Health Association and the Massachusetts Health Officers' Association. I also serve on the following committees: the Brewster Water Quality Review Committee, the Local Emergency Planning Committee, Cape & Islands Health Agent's Coalition, Staff Review and the Cape Cod Regional Tobacco Control Advisory Panel. My Assistant, Sherrie McCullough, attends meetings of the Cape Cod Rabies Task Force and the Cape Cod Hoarding Task Force.

I would also like to acknowledge the services of the Barnstable County Health and Environmental Department whose staff continues to provide technical expertise and extensive laboratory analyses at significant cost savings to the Town. In addition, they provided supplemental inspection services for the summer of 2018. I extend a special thanks to the Board of Health; my Assistant, Sherrie McCullough; Tammi Mason, Senior Department Assistant; the Natural Resource Department and Mary Devlin, RN, BSN the Public Health and Wellness Manager at the Visiting Nurses Association of Cape Cod, for all her assistance.

Respectfully Submitted,  
Nancy Ellis Ice, MPH, CHO, RS  
Health Director

# Report of the Health & Human Services Committee

The Health & Human Services Committee supports non-profits that serve to enhance the quality of life of all Brewster residents in accordance with the Town Code (clause 16.2). Each non-profit submits organizational information, strategic plans, financial data, service statistics and funding requests. The committee reviews their submissions, conducts site visits and meets with representatives of the agencies. Finally, the committee makes funding recommendations to the Board of Selectmen, the Finance Committee and, ultimately, the citizens of Brewster at the Town Meeting within the town's operating budget.

As in years past, the committee continued its work to better understand the needs of Brewster residents and evaluate agencies or non-profit groups that are providing significant support to our citizens. We continued to invite representatives of those agencies and others not currently receiving support from Brewster and town officials to make presentations at HHS meetings to share their concerns about current trends in human service needs as well as relate how the agencies endeavor to respond to those needs. This year, the committee heard reports regarding the region's drug epidemic; the growing need for affordable housing; and the continued underemployment among Brewster residents. Not surprisingly, there has been increased use of agencies which provide support, shelter, food, and clothing for our residents. Also, this year, the committee continued to staff a "Brewster Cares" table at the Brewster Historical Society's Farmers' Market four Sundays during the summer months to distribute information about the funded agencies as well as human service needs.

Due to the current constraints in the town budget, we are recommending a 2.5% increase in funding from \$115,740 for FY 2019 to \$118,634 for FY 2020. The committee recommended essentially level funding for 9 non-profit agencies, increased funding for 4, decreased funding for 3, and funding for an agency renewing their request after a brief hiatus. These agencies are:

AIDS Support Group of Cape Cod (ASGCC) provides care, support and housing in order to foster health, independence and dignity for people living with HIV/AIDs and Viral Hepatitis. In FY 2018, ASGCC served 7 Brewster residents living with HIV/AIDS. Recommendation: \$2500

Alzheimer's Family Caregiver Support Center provides free supportive counseling, care consultation, education, support groups, caregiver interventions, telephone support and outreach services. In its fourth year of operations this agency is supporting 103 Brewster individuals with dementia-related disorders and their families. Recommendation: \$10,000

Cape Abilities provides residential, social, therapeutic and employment support to individuals with disabilities so as to empower them to achieve meaningful and valued roles in society. In FY 2018, Cape Abilities served 28 Brewster residents. Recommendation: \$7000

Cape Cod Child Development (CCCD) provides early intervention, family support and Head Start services to over 3,000 children and their families on Cape Cod annually. In FY 2018, CCCD served 19 Brewster children and their families. Recommendation: \$4500

Cape Cod Children's Place (CCCP) provides high-quality care, support and advocacy for families with young children, in order to sustain a healthy community for Cape Cod's future. In FY 2018, CCCP supported 358 Brewster individuals. Recommendation: \$8500

The Consumer Assistance Council (CAC) provides consumer information and mediates consumer complaints, with an increased focus on consumer advocacy. In FY 2018, the CAC responded to 132 Brewster inquiries and 16 complaints. Recommendation: \$500



# Report of the Health & Human Services Committee

Duffy Health Center (DHC) supports homeless individuals or those who are at-risk for homelessness, providing integrated medical, mental health, addiction treatment, case management, and housing support services. In FY 2018, Duffy served 41 Brewster residents. Recommendation: \$1000

Elder Services of Cape Cod and the Islands (ESCCI) provides essential services to older citizens in the 22 towns of Barnstable, Dukes and Nantucket counties. For example, in FY 2018, ESCCI provided more than 9105 meals on wheels to 93 Brewster residents. Recommendation: \$8500

Gosnold on Cape Cod provides addiction and mental health treatment, serves men, women and families affected by these illnesses, and promotes lasting recovery. In FY 2018, Gosnold provided 109 Brewster residents with individual counseling, diagnostic evaluation, medication management and group counseling. Furthermore, 28 Brewster residents required inpatient stay at the detoxification/rehabilitation level of care. Recommendation: \$11,500

The Homeless Prevention Council (HPC) combats and prevents homelessness in the eight towns on the Lower Cape. In CY 2017, HPC served 331 Brewster residents. Recommendation: \$15,000

Independence House provides help to domestic violence and assault victims, survivors and their children through crisis intervention, advocacy, counseling, referral, prevention, outreach, education and inspiring change in our community. In FY 2018, Independence House served 167 Brewster residents. Recommendation: \$6000

The Lower Cape Outreach Council (LCOC) provides emergency assistance of food, clothing and financial support to individuals and families in Brewster, Chatham, Eastham, Harwich, Orleans, Provincetown, Truro and Wellfleet which will lead to healthy, productive and self-sustaining lives as part of the Cape Cod community. In FY 2018, LCOC provided 251 Brewster households with cash assistance. In addition, Brewster residents received food (value in excess of \$46,000), free clothing (value of \$19,000) and holiday toys (value of \$5300). The total value of goods and money received by Brewster residents was \$179,882. Recommendation: \$9500

The Nauset Together We Can Prevention Council (NTWC) provides programs and activities that support, empower and engage the youth of our community. In FY 2018 NTWC served 21 Brewster youth through their programs, for a total of 419 visits. Recommendation: \$3000

Nauset Youth Alliance (NYA) provides after-school care, homework support, and activities as well as summer programs for Brewster children and working parents. In the past year, NYA provided care and programs for 123 children in the after-school program and 59 in their summer programs. Recommendation: \$10,800

Outer Cape Health Services (OCHS) provides a full range of primary, specialty, and preventable health care and supportive social services that promote the health and well-being of all who live in or visit the eight outermost towns of Cape Cod. This year OCHS is again requesting \$15,000 for medical and mental health care for their programs, including the Regional Community Navigator Program, which works to identify individuals at-risk for addiction or mental illness. Since this program was initiated, 56 Brewster residents have been supported through this program. Recommendation: \$15,000

Sight Loss Services provides peer support, information and referral, education and awareness, outreach/home independence training, and adaptive aids to people who are learning to cope and function safely and independently with the loss of sight. In CY 2017, SLS served 84 residents. Recommendation: \$1200



# Report of the Health & Human Services Committee

South Coastal Counties Legal Services (SCCLS) provides community based legal advocacy in order to achieve equal justice for the poor and disadvantaged. In FY 2018, SCCLS served 39 Brewster residents. Recommendation: \$4134

The Town of Brewster is fortunate to have these wonderful agencies and programs supporting our residents. We continue to be impressed by the work of these non-profit agencies and, especially, their collaboration with each other to support our citizens. We also are very appreciative of a town which understands the significant needs of its citizens and supports not only them, but the work of this committee. If you seek more information about these agencies or the work of this committee, please contact any of its members. Thank you.

Respectfully submitted,

Lisa Perkins, Chairperson

Vivian Cafarella, Secretary

Patricia Hess

Anne O'Connell

Sean Parker, Vice Chairperson

Deborah Blackman-Jacobs

Elizabeth Jayes

Jonathan O'Neil

Denise Rego

# Report of the Historical Commission

The commission is composed of six members - George Boyd (Chairman), Pat Busch (representative on the HDC), Faythe Ellis (representative on the CPC), Jeff Hayes, and Patricia Hess. Renee Dee resigned during the year due to relocating off Cape. We thank her for her service.

The follow-up to FY 2016 windshield survey of Brewster structures which indentified approximately 300 buildings as being historic, the commission continued to pursue documentation of each house. In FY 2018 the committee obtained funding from the Community Preservation Commission and the Town of Brewster promulgated a contract to hire a qualified consultant to undertake the creation of that qualify Inventory Forms for listing with the Massachusetts Historical Commission for up to another 70 historic structures. The initial group of Inventory forms covered homes on Lower Road and Stony Brook Road. The current contract covers structures in East Brewster, on Route 128 and Route 137. This process was on going at the end of fiscal year 2018.

Members of the BHC continued to make presentations on the historical importance of the East Brewster section of Main Street to various interested parties during Fiscal 2018.

The Brewster Historical Society requested funding of the Cobb House outbuilding under Massachusetts State and Department of Interior guidelines. Following lengthy discussion and detailed review, the BHC approved a recommendation to CPC that the shed and garage qualified for CPA funding. The Commission unanimously recommended to the CPC to fund \$135,000.00 for this project out of a total estimated cost for the entire project of \$256,000.

The commission considered a request from Cape Rep for funding in the amount of \$400,000 to repair the exterior of their historic barn. Following on site inspections with our consultant and significant discussions the request was unanimously recommended to the CPC for approval.

Respectively submitted

George H. Boyd III, Chairman

# Report of the Historic District Committee

Now in its 45th year the Old King's Highway Regional Historic District was established under Massachusetts General Laws, Chapter 470, Acts of 1973 as amended December 24, 1975. The Old King's Highway Regional Historic District Act is a uniquely formed regional preservation and architectural review law. The Regional Historic District regulates the construction, alteration and/or demolition of all signs, buildings and structures protecting a distinctively historic and aesthetically important region of Cape Cod.

Historic District Committee meetings are generally held at 7:00 pm on the first and third Monday of each month. Applications and guidelines are available at the Historic District Committee's office located within the Building Department or at the Town of Brewster's website.

In 2018 the Committee received \$4896 in fees and processed 247 applications as described below.

<b>APPLICATIONS</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
Certificate of Appropriateness	105	85	56
Certificate of Exemption	112	97	145
Certificate of Amendment	26	22	15
Certificate of Demolition	11	2	8
Sign Certificate of Appropriateness	11	21	23
<b>Total</b>	<b>265</b>	<b>227</b>	<b>247</b>

There were a number of changes to the Committee in 2018:

- Sadly Chairman Larry Houghton passed away after serving many years not only on the Brewster Historic District Committee but the Regional Commission as well. His leadership, guidance and input were always invaluable.
- Jim Trabulsie was subsequently elected Chairman.
- Don Arthur resigned due to his appointment to the Finance Committee. We wish to thank Don for his service to the Committee.
- Carol Appleton was appointed to fill Don Arthur's position and Steven Bergquist was appointed to fill Larry Houghton's position.

The Committee wishes to express its appreciation to the residents and merchants of the Town of Brewster for complying with the Historic District guidelines and thank the Building Department for their continued assistance.

Respectfully submitted,  
Jim Trabulsie, Chairman  
Patricia Busch  
Tom Turcketta (Appointed by Select Board)  
Carol Appleton  
Steven Bergquist  
Bruce Ten Eyck (Alternate)

# Report of the Housing Authority

The Brewster Housing Authority is committed to providing safe, decent and affordable housing for all Brewster residents.

Our portfolio consists of 32 Chapter 667 Elderly/Handicapped housing units at Fredericks Court; 24 units of Chapter 705 Family Housing at Huckleberry Lane (Sunny Pines); and 11 Massachusetts Rental Vouchers scattered throughout the town. Our website is [www.brewsterhousing.org](http://www.brewsterhousing.org) and office hours are Monday, Wednesday, and Friday 8:30 AM – 1:30 PM. Phone calls are forwarded to the Mashpee office when the Brewster office is closed.

Three words for Fiscal Year 2018: Many Capital Improvements. We adopted our updated five-year Capital Improvement Plan for formula funding from the Department of Housing and Community Development and finished and started several. We closed out our Septic System Upgrade project at Huckleberry Lane and started our Septic System Replacement job at Frederick Court. This job continues into 2019. We also started a major capital job at Huckleberry Lane involving three units that had to be taken off-line due to the need of extensive maintenance rehabilitation to bring them all up to appropriate living conditions. That job should be done in early 2019, housing three new tenants in Brewster. We also installed a handicapped accessible handrail needed at Huckleberry Lane. In addition, we had an unprecedented vacancy turnover in 2018, with eight (8) of our 32 elderly units and four (4) of our 24 family units being vacated during the year.

We are extremely grateful to the town, and particularly the Community Preservation Committee, for awarding CPC funds to us to assist in preserving our family housing site by helping us in our need to replace all roofs. The housing authority is in the process of applying for matching funds from the Department of Housing & Community Development to assist in improvements, as well.

In addition to Capital Improvement work and unit-turnovers, we've been busy maintaining a tight budget with minimal funding from the state. We continue to save funds and improve efficiency and customer service by contractong with the Mashpee Housing Authority for professional management services. A five-year contract renewal was signed in the fall.

Several policies were reviewed, updated, or changed throughout the year and all reports were filed with the state Department of Housing and Community Development in a timely manner.

Although our developer was not able to apply for funding for the Brewster Woods project in 2018, our application will be reviewed in the Spring 2019 funding round. We have therefore extended our contract with POAH (Preservation of Affordable Housing) in the hopes of getting funded and breaking ground the next year. This development will result in 30 new affordable rental units for Brewster. We hope to work closely with the community to develop attractive, affordable rental homes that Brewster residents can be proud of.

The coming year will undoubtedly provide the BHA with new challenges but we look forward to working closely with the town to meet the goals for providing residents of Brewster decent, safe and affordable housing.

Once again, great appreciation is extended to Brewster Town Hall, all of its departments, committees, boards, and staff members for assisting the Brewster Housing Authority for the previous year. Thank you to all the members of the Brewster Housing Authority Board of Commissioners for their service to the Authority during the past year and to the members of the community who support our mission.

Respectfully submitted,  
Robert Hooper, Chairman  
Brewster Housing Authority, Board of Commissioners

# Report of the Housing Coordinator

2018 marked substantial growth in Brewster's Housing Program. Brewster's 2017 Housing Production Plan set goals and implementation strategies which guide Brewster's community housing work. The Plan's goals are consistent with the 2018 Brewster Vision Advisory Group's Housing Goal: Provide more affordable, safe and accessible rental and home ownership housing options at different price points, particularly for single people, young families, and our older population. Achieve the state's 10% affordable goal by 2025.

Brewster's Housing Program involves the collaborative work of a team including the Brewster Housing Partnership, Housing Trust, Community Preservation Committee, Planning Board, Assistant Town Administrator Donna Kalinick, Town Planner Ryan Bennett and Housing Coordinator. Partnerships with the Brewster Housing Authority and Council of Aging are essential and the Select Board's strong involvement plays a key supportive role.

## 2018 accomplishments:

Creation of a Municipal Affordable Housing Trust Fund - At May Town Meeting, Brewster voters approved the creation of the Brewster Affordable Housing Trust. This seven member Trust, appointed by the Select Board in July, includes representatives of the Select Board, Town Administrator, Brewster Housing Partnership, Community Preservation Committee (CPC), Planning Board and two residents at large. The Trust meets monthly.

Acquisition of Millstone Road access parcel- A 1.58 acre parcel abutting a land-located town owned property and Millstone Road was purchased by the Town in July for community housing purposes. \$285,000 in Community Preservation Act funds were approved at May Town Meeting for the purchase and associated costs.

Transfer of town owned land for Community Housing purposes- May Town Meeting designated approximately 15 acres of Town owned land, adjacent to the Millstone Road access parcel, for Community Housing purposes. Brewster also received a grant from Mass Housing Partnership (MHP) for a pre-feasibility study of the property.

Comprehensive permit granted for Brewster Woods- In April, the Zoning Board of Appeals approved a comprehensive permit for Brewster Woods. These twenty-nine, affordable one, two and three bedroom apartments will be located off Brewster Road on property owned by the Brewster Housing Authority. The developers are now working to secure funding.

Increase in Subsidized Housing Inventory (SHI) - The SHI which lists state approved affordable housing units, is now at 6.08%. This is an increase from 5.31% in 2017. Massachusetts requires each town to have 10% of their year-round housing stock be affordable. Seven units were added from the Brewster Landing development on Sachemus Trail. Additionally, two SHI homes were resold in 2018.

Certification of Housing Production Plan- The Department of Housing and Community Development (DHCD) certified the Brewster Housing Production Plan. This means Brewster has met the plan's goal of permitting 24 affordable housing units in one year. The approval of the Brewster Woods rental development fulfilled this requirement. With this certification from the state, Brewster is presently in "safe harbor." Therefore, if a 40B comprehensive permit project is filed with the Zoning Board of Appeals (ZBA), the ZBA may choose to deny the comprehensive permit.

Completion of Phase One Habitat for Humanity Paul Hush Way- In August, Habitat for Humanity completed construction of six homes on Paul Hush Way and held a dedication for the new homeowners. A Solar Ribbon cutting with Lt Gov. Polito highlighted the green components of the homes. Phase Two, of eight additional homes, is expected to begin in 2019. Brewster also received the Community Partnership Award from Habitat for Humanity of Cape Cod.



# Report of the Housing Coordinator

Amendment of Accessory Dwelling Unit (ADU) Zoning Bylaw –With initial work by the Housing Partnership and assistance from a grant-funded consultant, the Planning Board drafted an amended ADU and Accessory Commercial Dwelling Unit (ACDU) zoning bylaw. The goal of the bylaw is to allow greater opportunities for ADUs, including by right, and ACDUs thus providing more year-round rental options and homeownership opportunities.

Affordable Home Buyer's Buy-Down Program- One affordable home was purchased through the Brewster Affordable Home Buyer's Buy-down Program. This initiative, financed with Community Preservation Act funds, provides up to \$30,000 to assist an income eligible first time home buyer purchase an affordable, deed restricted home in Brewster .

Community Outreach and Education- Outreach included: Information sessions on Brewster Community Housing as well as specific housing initiatives, cable TV shows, Brewster Community Network Forums and speaking engagements at different groups. MHP Center for Housing Data compiled a Housing PowerPoint which was used in presentations. On Mondays from 1-4pm, the Housing Coordinator held open office hours for community members who had requests for assistance, questions, comments and ideas about housing.

Regional Involvement & Training- Nine Brewster staff and committee members attended the 2nd Cape Housing Institute this fall to gain a better understanding of community housing issues and effective responses on Cape Cod. The Housing Coordinator is a member of the HOME Consortium and regularly participates in the Lower Cape Housing Peer Group.

Special thanks to Assistant Town Administrator Donna Kalinick and Town Planner Ryan Bennett for their guidance and support; the Housing Partnership, Trust, CPC and Planning Board for their dedication; and the residents of Brewster for their commitment to community housing.

Respectfully submitted,  
Jill Scalise  
Housing Coordinator



# Report of the Housing Partnership

2018 was a productive year for the Brewster Housing Partnership (BHP). The BHP held 10 meetings and, due to the public interest in proposed town initiatives this year, the meetings are now being televised. The meeting schedule has been changed to ensure meeting space to allow for this and beginning in 2019, meetings will be held on the 2nd Tuesdays of each month at 6:00 p.m. As of July, 2018, the chairperson is Lisa Forhan and Secretary is Vanessa Greene.

The BHP collaborated with the town's Housing Coordinator on a number of initiatives in 2018. In accordance with the priorities outlined in the 2017 Housing Production Plan (HPP), the BHP provided a forum for information and discussion on proposals including:

- Accessory Dwelling Unit (ADU) By-law Amendment – Passed at Town Meeting in December, the town's ADU By-law was amended and will provide greater opportunities and access to rental housing in Brewster. The BHP meetings had speakers from interested parties across Cape Cod, a presentation from a consultant working with the town to provide technical assistance in drafting the new by-law as well as Brewster residents who were interested in the amendment. The BHP members participated in community information sessions and we provided letters in support of the amendment to pertinent town boards.
- Municipal Affordable Housing Trust – The BHP was instrumental in supporting the creation of the Brewster Affordable Housing Trust, which was approved by the town residents at the annual town meeting in May. A member of the BHP will be a representative of the Trust and our first representative is Sarah Robinson. This trust will create a pathway to affordable homeownership in Brewster, in accordance with the HPP and priorities set forth in the 2018 Brewster Visioning Advisory Group.
- Habitat for Humanity – Paul Hush Way – The BHP was pleased to support and help celebrate the completion of Phase 1 of the Habitat for Humanity project on Paul Hush Way. Six new homes were constructed and a dedication held for the new homeowners in August.
- Brewster Woods Project – The BHP provided a letter of support in 2017 to the Zoning Board of Appeals and the Comprehensive Permit was issued in April. This increase in Brewster's housing inventory allowed for the HPP to be certified by the Department of Housing and Community Development in 2018.

The BHP also provided a letter of support to the Community Preservation Committee for the ongoing support of the Housing Coordinator position, currently held by Jill Scalise. The BHP recognizes the contribution of this position to the initiatives outlined above, as well as the other areas pertaining to housing in Brewster, that could not be addressed otherwise.

Our focus for 2019 will be to continue to advance the established priorities in the Housing Production Plan, as well as continuing our member's participation in educational and training opportunities pertaining to housing issues, host guest speakers and presentations to our monthly meetings and provide opportunity for our residents to discuss and advocate for housing issues for special populations in Brewster. We are pleased to welcome guests and representatives from other Brewster boards, agencies and organizations at our monthly meetings

The BHP gratefully acknowledges the collaboration and assistance provided by Jill Scalise, Housing Coordinator, Town Planner, Ryan Bennett, Assistant Town Administrator, Donna Kalinick and the many other stakeholders in Brewster and across Cape Cod. Most importantly, we are grateful to the residents of Brewster who have attended our meetings, participated in the Brewster Visioning , attended information sessions and followed our work via the Brewster Town Channel and the Town of Brewster website.

Respectfully submitted,

Lisa Forhan, MPPA Chairperson, Brewster Housing Partnership

# Report of the Housing Trust

At May Town Meeting, Brewster voters approved the creation of the Brewster Affordable Housing Trust. This seven member Trust, appointed by the Select Board in July, includes representatives of the Select Board, Town Administrator, Brewster Housing Partnership, Community Preservation Committee (CPC), Planning Board and two residents at large. The Trust began meeting monthly in July and attended Regional Housing Trust training with their Lower Cape Partner towns of Orleans, Chatham and Harwich in September. The creation of a Trust was a strategy that was identified in the 2017 Housing Production Plan as a flexible and effective tool for local initiatives to create and preserve affordable housing. Due to the tireless work of our Housing Coordinator, Jill Scalise and support from Assistant Town Administrator, Donna Kalinick, information and outreach about the creation and role of a Municipal Trust was promoted in the first half of 2018 through information sheets, forums and presentations at partner Boards, Committees and resident groups.

The Trust began efforts to form a mission statement, goals and work plan as the year closed to guide the short and long term initiatives it will undertake. In December, the Trust was assigned oversight of the Millstone Road Community Housing project by the Select Board. With the assistance of a Mass. Housing Partnership grant, the Trust will begin pre-feasibility and community engagement for this initiative. At the December Town Meeting, the Housing Trust received a Community Preservation Grant in the amount of \$100,000 to assist with Trust programs. As the year closed, the Trust began to collaborate with other housing groups to bring a Community Forum to Brewster in the spring of 2019. We thank the Town for its support as we work on the critical affordable and community housing challenges that we collectively face together. A special thanks goes to Jill Scalise, Brewster Housing Coordinator for her ongoing efforts to provide information, training and guidance to the Trust.

Respectfully submitted,  
Chair Ben deRuyter, Select Board representative  
Paul Ruchinskis, CPC representative  
Sarah Robinson, Housing Partnership representative  
Madalyn Hillis-Dineen, Planning Board representative  
Donna Kalinick, Town Administration representative  
Timothy Hackert, Citizen at Large  
Maggie Spade-Aguilar, Citizen at Large  
Jill Scalise, Administrative Support Staff



# Report of the Ladies Library

The Brewster Ladies' Library continues to take on the model of a "community center," with myriad programs sponsored by the Library. The popular Sunday Concert Series, running from November-May, offers a relaxing and enjoyable 2 hours of diverse live music to the audience. Friday's Foreign Films continues to attract a wide audience of movie buffs, and the happy voices of children can be heard as they settle in for Story Hour or Toddler Time.

Once again, our conference rooms were booked near capacity by non-profit community groups, mentoring and tutoring sessions, Summer Reading Program, book discussion groups, and many, many others. Some of our new programs are the Coding Club, Kids Monthly Makers Program, and an evening book discussion group. The One Book, One Town January program was Fahrenheit 451, by Ray Bradbury. A talk by Margot Estabrook Stienstra and supporting programs that dealt with the themes of the book were well attended.

Cynthia St. Amour joined the staff as the new Library Director in April 2018. Cindy is a life long resident of Massachusetts. For the past five years, she has served as the Library Director of Swansea Free Public Library in Southeastern MA. While at Swansea, she co-authored a Long-Range Plan and successfully applied for a Construction Grant from the Library Board of Commissioners.

Last year, the Massachusetts Board of Library Commissioners voted to place the BLL on a waitlist for a Provisional Constructive Grant. Wait listed libraries receive construction grants as funding becomes available either through the existing bond bill or a future bond authorization. As of January 2019, we are ranked #18 on the wait list, up from last year's number 27. The award may not be granted until 2020 or 2021.



# Report of the Ladies Library

In 2018, the Library served 91,040 patrons and circulated 174,248 items. There were 412 Library-sponsored programs, attended by 6,829 people. Our free eBooks continue to be popular, with patrons downloaded 18,510 eBooks. During the month of July alone, 12,834 patrons came through the door – with more than 950 in a single day – both a record.

Linda Mills was named the 2018 winner of the Sarah Augusta Mayo Award, in recognition of her 14 years as the driving force behind the annual Book Sale.

The Nickerson Lecture was once again, a highlight of the year. A capacity crowd of more than 400 attended the Nickerson Lecture to listen to Robert Edsel's hour-long speech recounting how the Monuments Men, a division of the Civil Affairs and Military Government sections of the WWII Allied forces, came into existence. The impetus for the Saturday's talk was the movie of the same title starring George Clooney, which was based on one of Edsel's three books, "The Monuments Men: Allied Heroes, Nazi Thieves and the Greatest Treasure Hunt in History," released in in 2014.

The works of Donald Stoltenberg, artist and Brewster residence, were gifted to the Library upon his death in 2016. The Library is honored to house this collection and will work to preserve it for all library patrons. To that end, an Eddy grant was awarded to the library to help preserve Mr. Stoltenberg's donation. This year's Eddy grant was a continuation of the preservation of this collection.

Once again, our volunteers proved their value to the Library, contributing 5672 hours of their time in 2018, the equivalent of more than three full-time staff members. They are vital to the sustainability of Library offerings, and we are deeply grateful for their commitment.

We are grateful for the ongoing support of the Town of Brewster, which provides 75% of the Library's operating budget. The remaining 25% comes from the members of the Brewster Ladies' Library Association and the Book Sale proceeds.

Respectfully submitted,  
Eileen Bergquist, President, Board of Directors

## **Brewster Ladies' Library Board of Directors**

Eileen Bergquist, President  
Barbara Wellnitz, Vice President  
Bob Mauterstock, Treasurer  
William Schirmacher, Secretary  
Ross Gorman  
Liz Kramer  
Fran Manion  
Nancy Mann  
Anne O'Connell  
Joan Pernice  
Susan Stewart

# Report of the Mill Sites Committee

The Mill Sites Committee is pleased to report that the Stony Brook Gristmill enjoyed another busy season of visitors, special events, and volunteer contributions to this town treasure.

In June, Chairman Doug Erickson was a co-organizer for the spring meeting of the Northeast chapter of SPOOM (Society for Preservation of Old Mills). The agenda included tours and presentations at the Dexter Mill and Nye Homestead in Sandwich, Brewster's Stony Brook Gristmill, the Eastham windmill, and the Chatham windmill. The day was a great success and showcased some of the Cape's most historic sites. One highlight for attendees was the opportunity to listen to Eastham's Jim Owens share his extensive knowledge of windmills, gristmills, and Cape Cod history. Jim passed away this summer – he will be missed.

Our schedule and special events are included on the town website, and on Facebook (Stony Brook Factory Village Gristmill and Museum). Over 1,500 pounds of organic cornmeal was ground and sold over the course of the summer. In addition to our regular summer schedule (Saturdays 10 – 2), we participate in Brewster in Bloom weekend and Brewster Conservation Day. Annual summer events at the mill - Indian Pudding Party and Cornbread Festival – are always busy days. We consistently receive positive feedback from visitors about both the millworks and the interesting museum upstairs.

We received a wonderful donation this year from the Locke family. It is a folder of newspaper clippings dated 1940 - 1941 that tell the story of Factory Village and how the town acquired the Stony Brook Gristmill. The articles detail the work of the newly formed Mill Sites committee and provide a glimpse into life in Brewster pre-WWII. The contents can be viewed on the town's website.

We want to thank Joyce Davis for her work as a member of the Mill Sites Committee and we wish her well in her new home.

All of the mill activities are hosted and managed by volunteers. Two volunteers deserve special mention: Patricia Stark, our weaver, enthusiastically taught children and their parents how to use our antique barn loom every Saturday. Her energy and commitment are noteworthy. Downstairs in the mill room, Bill Barnstead also volunteered every Saturday – bagging and selling corn, providing information to visitors and creating a wonderful welcoming atmosphere. We are so grateful to both of them for their generous contribution of time and talent. We are also appreciative of the help provided by many other citizens who volunteer as docents, cooks, festival support, and work on special outside projects at the mill site. If you are interested in helping out, please contact a committee member or leave a message at Town Hall.

Respectfully submitted,

Doug Erickson, Chairman	Dana A. Condit	Peter Ogozalek
Faythe Ellis	Roger V. O'Day	Emily Sumner





# Report of the Natural Resources Department

The Natural Resources Department's responsibilities include: water quality, shellfish propagation/enforcement, land management, trail maintenance, facilities & apparatus maintenance, coastal access maintenance & debris removal, community event planning, hunting monitoring, volunteer recruitment & supervising, coastal resiliency planning, mooring permits and administration of the Wetlands Protection Act.

This Department relies on the continued support from various Town Departments, which includes a strong working relationship and collaboration with Brewster Conservation Trust, Brewster Ponds Coalition, Pleasant Bay Alliance, Brewster Coastal Committee, AmeriCorps, Brewster Conservation Commission, Water Quality Review Committee, Open Space Committee, and a dedicated corps of volunteers, to meet the growing needs of this community and perform the duties of this department.

Looking back, here are the highlights and challenges for 2018.

## **Water Quality Monitoring**

We continue to monitor 29 ponds in Town, utilizing the Pond and Lake Stewards (PALS) volunteers for a majority of the testing with department staff supplementing the increasing demands associated with water quality issues. PALS volunteers gathered invaluable data used to monitor trends in dissolved oxygen, temperature, clarity & algal growth for specific ponds. We continued efforts to reduce phosphorus levels in Walkers Pond through cutting and removing aquatic vegetation, however staffing challenges reduced the number harvesting days in 2018.

In addition, we continued monthly monitoring on Long Pond from April-November to evaluate the effectiveness of the 2007 alum treatment program. The results and samples are sent to an independent consultant for detailed analysis.

We partnered with APCC on cyanobacteria monitoring program for Walkers, Upper Mill and Lower Mill ponds. With limited staff resources to offer for field work, we provided APCC and their volunteers laboratory space to store and analyze water samples. For more information: <http://www.apcc.org/>

We continued to support the Brewster Ponds Coalition <http://www.BrewsterPonds.org> by providing pond data for projects and public outreach.

With guidance from the Water Quality Review Committee and technical support from Lynn Mulkeen Perry of Barnstable County Health & Environment, we continued the revised groundwater monitoring protocol for Captain's Golf Course, testing nine wells for various indicators.

We continued State mandated weekly bacterial monitoring from Memorial Day to Labor Day at four fresh and eight saltwater bathing beaches. Every Monday, a staff member takes grab samples and delivers them to the Barnstable County water lab. Results can be found at: <http://www.barnstablecountyhealth.org/programs-and-services/bathing-beach-water-quality/beach-sample-results>

## **Volunteers**

The Brewster FLATS (Friends of Lands, Aquatics, Trails & Shellfish) continued to aid the Department with their expanding responsibilities. The grass roots, community based group works closely with staff to provide essential support in the areas of shellfish propagation, community events, trail maintenance, water quality monitoring, and public access. These dedicated volunteers aid in the essential functions of this department, where staffing shortfalls are present.

# Report of the Natural Resources Department

## **AmeriCorps**

2018 welcomed AmeriCorps members, Alex Bates (Jan. 2018-July 2018) and CJ Pettinger (Sept. 2018 to Dec. 2018). The organization contributed 1,550 volunteer hours (down from last year) to our community in projects that ranged from improved access to town amenities, shellfish propagation, environmental education, community events (Beautify Brewster, Brewster Conservation Day), and habitat restoration. Some of the major AmeriCorps projects include:

2018 Group Service Days ~ Project List. With guidance from the DNR, AmeriCorps assisted with the following projects:

- Punkhorn Trail Maintenance
- Wing Island habitat restoration
- Kingsbury/Mathews Conservation Areas invasive species removal
- Hawks Nest Farm Conservation Area habitat restoration
- Stony Brook Grist Mill invasive species removal
- Baker's Pond Trail Maintenance
- Oyster & quahog propagation projects
- 2018 Beautify Brewster. The 8th annual Town wide clean-up was a huge success, with 8 AmeriCorps members, over 100 community volunteers, 12 Town Departments and committees, all working together to remove 1,360 lbs. of trash from our streets.
- Beach Cleanups: We did not complete a formal beach cleanup this fall in conjunction with CoastSweep.

2018 Brewster Conservation Day. Saturday, July 14th at Drummer Boy Park was another great success. The event is a collaborative effort between the Town of Brewster, Brewster Conservation Trust, The Mill Site Committee and Brewster Historic Society. The event engaged over 1000 visitors with educational and interactive exhibits focusing on protecting our natural resources. AmeriCorps members participated by hosting 2 exhibits and assisted with the set-up and break down.

## **Public Outreach**

Trash to Treasure The DNR continued to collect shells from local restaurants to recycle old shells for habitat restoration projects in Cape Cod Bay.

Brewster Conservation Day The DNR set-up an interactive shellfish exhibit to teach children how to dig for quahogs and provide information about the Town's recreational shellfish events.

## **Land Management**

The Department continued its efforts to actively manage its trails published in the second edition of Brewster's Walking Trails Guide. We relied heavily on volunteers to inspect trails and perform routine trail maintenance. Thank you to Les Bowker for his continued help in the Punkhorn Park Lands trail network. The Department of Public Works assisted with downed trees on numerous trails after strong winter storms. Limited staffing resources prevented us from performing routine field mowing at Kingsbury / Mathews property, Hawks Nest Farm, Wings Island, Punkhorn Park Lands, and Quivett Marsh Vista.

# Report of the Natural Resources Department



## **Coastal Issues and Grants**

Back to back nor'easters in March damaged several landings, including Paines Creek and the stairway at Spruce Hill. We were able to repair Paines Creek beach in time for summer, but the stairs at Spruce Hill are still damaged and unusable. We are working with FEMA for a reimbursable project to be completed later in 2019.

The Department continues to work with the Department of Public Works and others on stormwater improvements across town. This year we obtained a grant to rework the trail at Drummerboy Park which we anticipate completing in spring 2019.

We continue to work with the Brewster Coastal Committee on preparing the first phase of a Coastal Management Plan which should be published in early 2019.

Several projects planned for 2018 were delayed, including rebuilding the boat ramp at Long Pond, and the water quality improvements for Upper Mill Pond. We will be going to spring town meeting in May 2019 to fund these projects.

We worked with our State Representative Tim Whelan to fund repairs for Paines Creek and for failing retaining walls at the Stony Brook Mill. We are hopeful these projects will be funded in 2019.

Working with the State, we completed permitting for a bike trail extension from the bike trail at Nickerson State Forest north to the beach at and east of Linnell Landing. No construction funding has been identified as of this point.



# Report of the Natural Resources Department

## Harbormaster

**Kayak and Canoe Racks** The Paines Creek kayak storage system got completely rebuilt after multiple winter storms destroyed many of the freestanding racks. In the process, we increased capacity at Paines Creek and upgraded dingy storage at Crosby and Linnell Landings. This popular service aims to promote access to our waterways and increase recreational boating for our residents & visitors, however the process has added additional administrative responsibilities to department staff. Looking ahead, we hope the newly implemented on-line payment system can absorb some of these duties

**Boat Moorings** The demand for boat moorings on Brewster's flats and fresh water ponds continues to grow, as boaters are discovering Brewster as a boating destination. With over 300 moorings in Brewster (includes rafts, boats and paddle crafts) water safety and mooring regulation compliance has become a focus during summer months. Strong efforts are being made to maintain a safe environment for recreational boaters and protect personal property. Along with patrolling for current mooring stickers, we continued efforts at removing dangerous and unclaimed mooring tackle.

Maintaining safe waterways on Long Pond was accomplished through the seasonal installation of 32 NO WAKE buoys and designating one area as a SAFE SWIM ZONE. With our neighboring Town contracting this work out, the department has absorbed these duties into its yearly workload. We also added a swim line and buoy to Sheep Pond beach to better define the swimming area and separate it from the boat ramp.

## Strandings

Brewster continues to be a hot spot for stranded turtles and marine mammals, however the department's ability to respond has decreased due to staffing shortfalls. We wish to thank the Internation Fund for Animal Welfare (IFAW) for responding to marine mammal issues and to the Mass Audubon sanctuary in Wellfleet for their work with turtles.





# Report of the Natural Resources Department

## Shellfish

Our Department purchased oyster & quahog seed through a program connected with Barnstable County's Cooperative Extension and was supplemented by funds raised from our rent a rake program, donations, and sales of Brewster Oyster gear. Our municipal shellfish propagation program continues to flourish with help from our shellfish volunteers. Bud Johnson and Steve Berrick head up our dedicated group, who provides assistance in propagation, distribution and grow out. Without these volunteers, the services we provide to the community would decrease. This year we saw another record number of people take advantage of summer quahogging program at Saint's Landing, Oyster Sundays at Ellis, & Little Neck weeks also at Ellis. For the first time recreational oyster harvesters were able to gather oysters through the end of December.

We wish to extend our thanks to our two shellfish wardens, Sam McGee and Dennis Morris, for their invaluable assistance running our recreational harvest programs.

The amount of vibrio compliance checks increased this year with the addition of two new grants ready to harvest and mandates from the state that require towns to monitor and record commercial oyster harvest activity, as well as patrol closed areas. Vibrio season runs from May 19th to October 19th; under these guidelines grant holders must follow strict harvesting protocol to protect human health.

For the first time, commercial razor clam harvesters took part in a pilot program that ran from June 25-December 20th. Department staff worked with 11 active harvesters to monitor and record harvest data to assist with developing a management plan. Volunteer observers and staff members from Barnstable County's Marine Program were critical in assisting department staff with data collection. Plans to continue the pilot program in 2019 are in the works.



# Report of the Natural Resources Department

The Department of Natural Resources started its move late in 2018 with the Conservation Department scheduled to join them in early 2019. Operations will now run out of the old fire station (1657 Main St.) for all Natural Resource and Conservation business. Tom Thatcher and department staff spent significant time painting, cleaning and patching interior surfaces to ready the facility for its new tenants. Many thanks to Dana Condit, Doug Erickson & Sam McGee for their help and technical support installing our new oyster storage facility. This upgrade will decrease mortality rates during winter storage months.

## Local Support

We wish to thank Brewster for its continuing dedication to open space preservation and protection of its natural resources.

**Gifts and Donations** We received a tremendous amount of support from our local business community through food and drink donations for a majority of our events. We wish to thank Laurino's Restaurant, Ocean Edge Golf Club & Resort, Brewster Pizza, Brewster True Value, Agway & Dunkin Donuts.

I wish to thank the staff, including Ryan Burch, Natural Resources Assistant; Noelle Bramer, Conservation Administrator/Natural Resources Assistant; Carol Spade, Senior Department Assistant, Dennis Morris, Assistant Shellfish Warden, and Sam McGee, Assistant Shellfish Warden.

Respectfully submitted,  
Chris Miller, Natural Resources Director  
Ryan Burch, Natural Resources Assistant  
Noelle Bramer, Conservation Administrator

# Report of the Nauset Regional Schools and Brewster Elementary Schools

Stony Brook Elementary School staff continues to educate, nurture and respond to the social and emotional needs of our children. Literacy goals have been established to increase the amount of time reading and writing daily to improve practice with skills and strategies taught using the Reading Wonders Program. The Library collection has been updated with appropriate lexile levels and I thank all the volunteers for assisting with this project, especially Claire Gradone. The new Library Media Center includes a Maker Space and integration of technology in support of accelerated student learning.

Eddy Elementary School students continue to surpass state-wide averages with MCAS results with notable gains in Science. Mathematical skills were enhanced with small group Guided Math in the classroom and several new programs were introduced to provide multiple opportunities for mathematical skill practice. STEAM nights, Family Literacy and Math nights provided opportunities for families to interact with student learning. The amazing Eddy Chorus, under the direction of Stacy Faris, performed in the Cape Cod Symphony Orchestra Holiday Concert and also at the State House. Eddy students engaged in their first cultural exchange by hosting four Chinese students and their teacher. Partnering with the Brewster Conservation Trust and AmeriCorps, a new state certified vernal pool trail was made passable behind the Eddy School. The Brewster Conservation Trust obtained a grant that allowed them to purchase equipment to be used by students on the trail such as binoculars, compasses, microscopes and slides, thermometers, depth gauges, dip nets, bat and birdhouses. We are grateful for our many partnerships that help provide project-based learning experiences for our students.



# Report of the Nauset Regional Schools and Brewster Elementary Schools



Nauset Regional Middle School welcomed a new Assistant Principal, Julie Kobold. Julie is a former Nauset graduate and former teacher at Nauset Regional High School in Advanced Placement studies. MCAS results showed that Nauset Regional Middle School students scored higher than the state average in ELA and Math. Eighth grade students performed above state average in Science as well. The Middle School held its 4th annual three-week STEAM program during the month of August that was very well attended. MakerSpace laser cutters have been installed that allow completing rapid prototyping in our engineering and design curriculum. The Music Program continues to bring accolades to the school with gold medals for orchestra, band, chorus and jazz chorus at the New England Middle School Great East Festival.

Nauset Regional High School welcomed a new Principal, Chris Ellsasser. Chris is a former Nauset graduate and no stranger to the Lower Cape. His extensive experience and expertise in the field of education will only enhance the success that Nauset students and families have come to know. He will also play a major role, along with the Building Committee in looking at a new building renovation project that will envision learning in the year 2050! What will education look like for our children's children and how do we meet the needs of our communities in the future? This is a very exciting time for Nauset Regional High School and we thank you for your unwavering support when it comes to our children's education. Our website will be continually updated with news of the building project, so please visit it often to see how the project unfolds. Our Program of Studies, which has a wide variety of course selections and our exceptional teachers provide an education for students that, is second to none.

After many years of research and in keeping with our roof warranty, solar panels have been installed on the roof of N Building to assist with lowering electrical costs. Our schools maintenance departments have been working to replace lights with LED fixtures. The old lamps had a life expectancy of 1500 hours; the new lamps have a life expectancy of 50,000 hours. We keep trying to find ways to cut our costs and save our taxpayers dollars. Leasing propane fueled buses from the Cape Cod Collaborative has also been a cost saving initiative. Through the time and efforts of a tireless Transportation Subcommittee, the District is saving money and is more efficient with our bus transportation. A Nauset

# Report of the Nauset Regional Schools and Brewster Elementary School

student created the Nauset Tree Project to offset the Nauset Regional School District's carbon footprint through the planting of two hundred and fifty Eastern White Pine trees. Once the trees have matured, they will provide an annual energy offset benefit of \$780. Nauset will continue to work with partners to reduce energy costs, be more environmental and protect this special place that is our community.

Community weeks are held throughout the District at various times of the year. I encourage you to make an appointment to arrange for a visit and witness the teaching and learning that is happening in our schools. Innovative instruction, project-based learning, technology integration and other new curriculums are featured every day in our teaching and learning environments.

Social Emotional Learning is a major focus for our schools heightening our awareness to the stress and anxiety our students are feeling. A student risk survey was completed by students in Grades 3-12 and the District moved forward with curriculum for social and emotional health; Second Step in Grades K-8 and Botvin in Grades 9-12. Keeping our children healthy and safe is our greatest concern.

Security continues to be paramount for our schools using Crisis Go; we continue to be more efficient in our emergency response through security drills and updating our technology. Visitor registration software using Raptor Technology is in place at all of our schools. We thank the Police and Firefighters for their support of our schools helping with drills or attending parent trainings on the Crisis Go app.

The District continues to look at the School Calendar with a subcommittee comprised of community members, teachers, parents and administrators to develop several options for the calendar moving forward. These calendar options will be shared with parents, staff, community members and the school committee for feedback and discussion before any long-term decisions are made.

In my fourth year as Superintendent, I continue to look at all systems and ways that the District can help itself financially. Improving student learning for all students is my focus and I continue to assist Administration and Staff in this goal. I thank the School Committees, the parents and the community for their constant support for education in our communities. I am honored and privileged to be the Superintendent of the Nauset Public Schools. My door is always open and I look forward to hearing your thoughts and ideas.

Thomas M. Conrad

Superintendent, Nauset Public Schools



SUPERINTENDENT TOM CONRAD READING TO THE ELEMENTARY SCHOOL CHILDREN

# Report of the Open Space Committee

The Open Space Committee was established in 1998 to carry out the purposes of and receive funding through the Cape Cod Open Space Acquisition Program (the Cape Cod Land Bank. It is now funded through the Community Preservation Committee (CPC).

## Priorities for the Open Space Committee

1. Protection of water resources: drinking water supply, ponds, marine watersheds
2. Protection of the rural character of the Town, including historic scenic vistas
3. Provision of Open Space for passive recreation, creation of pocket parks
4. Special purposes: preservation of agricultural areas, wildlife/plant habitats, threatened resources/linkage to existing conservation areas
5. Improve access to Town conservation areas, connections to beaches, ponds, trails, bike paths and recreation areas
6. Protection of coastal habitats, allowing for inland migration of wetland resources

With a total area of 16,335 acres, Brewster is more than 40% developed; with 15% “undevelopable”; about 33% protected land; and less than 12% of its land left to be developed or preserved. Since 1999 the Town has purchased \$17,350,000 (\$11.9 million in Town cost) in open space. The assessed value of these purchases is approximately 1/2 of one percent of the \$3.9 billion of the Town’s assessed property value. No real estate taxes are lost, since the taxes that would have been realized from the open space parcels are equally distributed to all Town taxpayers.

Town officials indicate that the tens of millions that Brewster has invested to preserve open space and protect water supplies have greatly reduced our nitrogen loads to Pleasant Bay and the Herring River. This enables Brewster to avoid many of the massive remediation expenses that other towns are now facing with wastewater treatment and sewerage costs. The extent of open space is also the major reason for the recent 5% reduction in flood insurance costs for Brewster land owners.

## Spring 2018 Town Meeting:

Long Pond Woodlands Conservation Area (Robinson Property): This acquisition preserves a critical 41.78 acres extending from Rte. 137 to Long Pond. A high priority for the Open Space Committee for more than 30 years, these woodlands lie within the Town’s eastern Zone II and specifically provide drinking water protection for Brewster’s public drinking water wells #1, #2 and #3. This heavily forested pine-oak-beech woodland is within the Massachusetts Priority Habitat for Rare/Endangered Species and the Statewide Land Conservation Plan area. It abuts 20 acres of forested private property under conservation restriction on one side, with the Cape Cod Sea Camps property forming the eastern boundary.

This property fronts on Long Pond, an impaired great pond, putting it high on the Priority Pond Parcel acquisition list for protecting Brewster ponds. It also falls within the Herring River Watershed, reviewed as part of the Massachusetts Estuaries Project (MEP). Preservation of this property helps the Town comply with the State’s Total Maximum Daily Load (TMDL) nitrogen limit for the Herring River Watershed, by preventing future development and on-site septic systems that could occupy this site.

The Town has applied for a \$400,000 State LAND (Local Acquisitions for Natural Diversity) grant to reduce Town costs of this purchase. The property will be managed for conservation, watershed protection and passive recreation. Trails already exist on the property and will be opened for public use. The non-profit Brewster Conservation Trust (BCT) is contributing \$230,000 towards this purchase and will hold a Conservation Restriction. The Gross purchase price: \$1,750,000 plus \$35,000 for associated expenses = \$1,785,000.



# Report of the Open Space Committee

As a part of acquiring open space parcels, the Town typically applies for State LAND Grants. From 2006 through 2018 Brewster acquired nineteen open space properties (including Conservation Restrictions) totaling 267.61 acres with a total acquisition price of \$12,916,000. State LAND grants, as well as other funding was secured for these purchases resulting in a net cost of 51% or \$5,643,000, with a final per acre cost of \$25,013. The Water Department providing funding in the amount of \$600,000 to completely pay for property recently acquired on Freeman's Way, of which they have custody and control. Less funding has been available in the last few years, making State grants harder to obtain. The Open Space Committee works closely with BCT and the Compact of Cape Cod Conservation Trusts, Inc. (The Compact) to foster partnerships with other conservation trusts and neighboring towns to contribute towards purchases, reducing Town costs.

**Open Space Priorities Summit: Designing Brewster's Land Protection Strategy** The Open Space Committee held Brewster's first summit focused on open space protection in October 2018. The Committee invited more than 30 stakeholders from Town departments, committees, boards and local groups with an interest in land protection and acquisition. Carole Ridley, of Ridley & Associates, Inc., facilitated the meeting and sought input from these stakeholders relative to reviewing current land acquisition/protection priorities, as well as suggestions for new priorities.

Mark Robinson, Executive Director of The Compact, provided an overview of Brewster's open space protection achievements. He stressed how protected open space is supported by the vast majority of Town residents and that it is necessary to protect those aspects of the Town which residents value most: habitat, water quality, recreation opportunities, scenic views, and rural character. Current Open Space Committee priorities were reviewed.

Hal Minis, Chair of the Brewster Vision Committee and President of BCT, described the Town Vision Plan and how that effort demonstrated strong community support for Open Space Protection. This was among the most highly ranked objectives. The Vision Plan lists three purposes of open space protection that provide a basis for further action:

- Improving public access to and expanding the use of recreational areas
- Prioritizing environmentally sensitive areas for preservation
- Maintaining open space through density and development standards

The Vision Plan also includes water resource protection and community character purposes that are relevant to open space protection.

## **The questions for the Summit participants were:**

- Do current open space priorities encompass all of the priorities that should be guiding open space acquisition and protection?
- Given the parameters of the Community Preservation Act, are there other means of open space protection that should be considered to address different priorities?

Participants considered an expanded list of priorities and related criteria for open space protection. These priorities were grouped into three areas:

### **Resource Protection:**

- Coastal adaptation strategies and climate change/sea level rise relative to erosion protection, inland migration of wetland resources and beach access
- Pond protection including water quality, pondshore habitat protection and maintaining/increasing public access.

### **Recreation:**

- Beach access for bikes and people: multi-use parcels that protect habitat, water quality and provide public access.

# Report of the Open Space Committee

- Getting people outdoors: 10-minute walk to trail/bike path from anywhere in Town
- More connections to trails, beaches, bike paths and recreation areas: need a trails committee and maps of all trails.

## **Management:**

- Protection of scenic views
- Stormwater management: acquire parcels to construct rain gardens/runoff areas to improve stormwater management/mitigate the threat of flooding, reduce damage/costs associated with stormwater runoff and roadway flooding.

In addition to exploring priorities within these broad categories, the summit also identified strategies, including additional funding sources, regulatory measures, and future planning efforts. The meeting was very exciting and feedback has been excellent. There were many issues brought up that will need to be followed up at future meetings.

The United States Department of Agriculture (USDA) continues to expand its program of targeted conservation efforts for wildlife on farm and forest lands. They are helping landowners restore and protect habitat for declining species. The Natural Resources Conservation Service (NRCS) provides technical and financial help to agricultural producers and forest land owners to plan and implement conservation practices that benefit these target species. The State is also increasing its support of Agricultural Preservation Restrictions and farmers.

In 2016 the Massachusetts Legislature passed an act that recognized Agricultural Commissions in State statute thereby giving them the authority to hold lands and leases for agricultural purposes. This allows more flexibility in keeping farms viable. Commissions can now oversee and manage the preservation of land for agricultural use (subject to Town Meeting vote). Similar to CRs whereby a landowner may preserve property for conservation and a real estate tax break, a farmer may now preserve land for agriculture under an Agricultural Preservation Restriction and receive a tax break. This provides an additional way for the Town to preserve lands and maintain the historic rural character of Brewster.

The Open Space Committee continues to work with the Community Preservation Committee, jointly evaluating parcels as they become available. Some parcels are prioritized to prevent development within a drinking water Zone II, to preserve marine watershed recharge areas, or for habitat/wildlife corridor/wetland protection: other parcels are better suited for community housing, historic preservation and/or recreation. Additional priorities have been added based on the Summit meeting.

This Committee works closely with the BCT and The Compact, which have been of inestimable assistance in locating, negotiating and purchasing lands and writing contracts. Over the last 35 years, BCT has acquired over 550 acres of land and holds Conservation Restrictions on over 518 acres (both Town and private land), totaling more than 1,000 acres of protected land.

The Open Space Committee also works with the Water Department and Water Commissioners. They now set aside a portion of the revenue collected from water rates to contribute monies towards future land purchases within wellfield protection areas. We thank them for their contributions towards many of the Town's land purchases.

The Committee continues to pursue ways to supplement open space funds through collaborations, contributions, joint purchases, or bargain sales from owners who wish to assist conservation. Land can be protected in many ways: direct purchase, reserved life estate, bargain sale, gift, will, easement or



# Report of the Open Space Committee

agricultural preservation restriction, all with attractive tax incentives. People may also give land to the Town for open space, community housing, recreation or historic/agricultural preservation and generate tax savings. The Committee will be pursuing additional funding, suggested at Summit,

## **This year the Committee welcomed new members:**

- Amy Lynn Henderson. With a Bachelor of Science in Environmental Conservation from the University of New Hampshire at Durham, Amy is currently the Senior Corps Director for Elder Services of Cape Cod and the Islands. Previous work included Program Specialist for Barnstable County AmeriCorps Cape Cod, and Lead Forestry Technician for the Cape Cod National Seashore.
- Phil Burt. With a Masters in Applied Meteorology, he is the owner and meteorologist of CapeCodWeather.Net. Working for Barnstable County since 2002, he is currently the Emergency Preparedness Project Assistant for the County Regional Emergency Planning Committee., with a wealth of experience in emergency planning and preparedness, as well as grant writing.
- Mary Chaffee has also joined us as Select Board Liaison.

We thank all Departments for their assistance, as well as the Select Board and the citizens of Brewster for their support of open space objectives.

Respectfully submitted,

Elizabeth G. Taylor, Planning Board Rep., Chair

Gary Christen, Pathways Rep., Vice-Chair

Phil Burt, Citizen-at-Large

Peter Herrmann, Citizen-at-Large

William Klein, Conservation Commission Rep.

Andy Perkins, Citizen-at-Large

Amy Lynn Henderson, Citizen-at-Large

Don Keeran, Citizen-at-Large

Tom Kowalski, Citizen-at-Large

Mary Chaffee, Select Board Liaison

# Report of the Planning Board

The Planning Board is made up of seven elected members who serve staggered five year terms. The Board meets on the second and fourth Wednesdays of each month at 6:30 pm in Town Hall. The Board holds special meetings as needed and work session meetings when necessary for planning and zoning by-law discussion. Public hearings are advertised in the Cape Codder newspaper. Agendas are posted in Town Hall and on the Town's Web site. The public is always welcome and encouraged to attend Planning Board meetings. Beginning in 2018, an on-going item, "Citizen's Forum," was added to the Planning Board agenda to encourage additional communication with the citizens of Brewster. As well, data and information regarding current topics, is posted on the Planning Department webpage on the Town's Website. Meetings are recorded and available for viewing on the Town Website, Facebook page, or Local Cable Channel 18. The Zoning By-law (Chapter 179 of the Town Code) can be found on the Town Website under the Planning Department webpage.

## **Statutory Authority**

The Planning Board operates within the statutory authority conferred by Massachusetts General Laws (MGL), Chapters 40A and 41. These laws set the direction and scope of Planning Board review as it relates to zoning, and the subdivision of land. The Planning Board also supports implementation of other Town Boards and Committee's policies through near and long-term planning projects.

# Report of the Planning Board

## **Planning Board Regulatory Jurisdiction**

- Site Plan Review
- Special Permits
- Land Division Plans
- Approval Not Required (ANR) Division Plans
- Scenic Road Act (MGL Chapter 40 §15C) & Public Shade Tree Act (MGL Chapter 87 §8)

## **Summary of 2018 Permits**

- 12 ANR Applications; 7 Special Permits; 0 Covenant Releases; 2 Site Plan Reviews; 4 Site Plan Review Waivers; 1 Road Betterment; 1 Definitive Subdivision Plan; 1 Preliminary Plan.

## **Zoning Amendments**

The Planning Board regularly sponsors amendments to the Town's Zoning bylaw (Section 179). Amendments range from housekeeping items to complex zoning reform efforts.

In addition to the Board's 2018 standing meeting schedule, the Board held dedicated public meetings, listening sessions, and participated in many public forums to bring forward local zoning bylaw amendments for Recreational Marijuana Establishments (RME's), following the 2017 Town Meeting vote to allow these uses. The zoning bylaw the permit RME's by Special Permit were adopted by the March Special Town Meeting.

The Board also worked with the Brewster Housing Partnership and Planning Department staff following receipt of a State Planning Assistance Grant to amend the Town's Accessory Dwelling Unit Bylaw. The Board held dedicated public meetings, listening sessions, and participated in public outreach forums from July through October. The recommended zoning bylaw amendment was adopted at the December Town Meeting. Zoning bylaw amendments regarding Special Event Venue Uses were also put forward by the Board and adopted by the December Town Meeting.

## **Planning Board Members & Activities**

Kari Hoffmann, Chair (member since 2015; term expired 2020)

Madalyn Hillis-Dineen, Vice-Chair (member since 2016; term expires 2021)

Charlotte Degen, Clerk (member since 2016; term expires 2019)

Roberta Barrett (member since 2017; term expires 2022)

Elizabeth Taylor (member since 1999; term expires 2020)

Ned Chatelain (member since 2018; term expires 2023)

Paul Wallace (member since 2017; term expires 2022)

The Board would like to thank Scott Collum for his service from 2010 - 2018. His leadership and candor will be missed.

Much of the work of the Planning Board is complex, demanding, and requires understanding of applicable State statutes, Town by-laws, and subdivision regulations. Board members regularly participate in training and workshops to further their knowledge of complex land use and permitting issues. In addition, Board members participate actively with, or serve in a liaison capacity on, other Town Boards and Committees.

Kari Hoffmann served on the Brewster Vision Advisory Group. Madalyn Hillis-Dineen serves on the Brewster Municipal Affordable Housing Trust. Charlotte Degen is the Select Board liaison. Roberta Barrett is a member of the Water Quality Review Committee and was a member of the Brewster Vision Advisory Group. Ned Chatelain is the alternate member of the Water Quality Review Committee and is a member of the Brewster Housing Partnership. Elizabeth Taylor serves on the Open Space Committee and the Community Preservation Committee. Paul Wallace is the Coastal Committee liaison.

# Report of the Planning Board

## **Planning Board Staff & Liaison**

Ryan Bennett, Town Planner, joined the Town in August of 2016. Ms. Bennett provides support to the Board with development review; compliance with local, regional and state bylaws and regulations; drafting of zoning by-law amendments; and long range planning projects.

Lynn St. Cyr, Senior Department Assistant joined the Planning Department in August 2016. Ms. St. Cyr provides administrative support to the Board by assisting applicants with the application process; responds to inquiries from the public about applications before the Board; and supports the work of the Town Planner. Ms. St. Cyr also provided support to the Brewster Vision Advisory Group from 2017 – 2018.

Mary Chaffee, member of the Brewster Select Board, presently serves as the Liaison to the Planning Board, preceded by Dave Whitney.

Respectfully Submitted,  
Kari Hoffmann, Chair

# Report of the Planning Department

The Planning Department provides staff support to the Planning Board and Board of Appeals. The Department also assists with long range planning initiatives, including strategic vision planning, hazard mitigation planning and water quality management planning. The Department provides assistance and information to the general public as needed and upon request.

The Town Planner represents the Town on the Pleasant Bay Alliance, the Cape Cod Water Protection Collaborative, the Orleans Water Quality Advisory Panel and several other groups.

## **Zoning & General Bylaw Amendments**

In 2018, the Department assisted the Board in developing the following zoning bylaw amendments, adopted by Town Meeting:

- Recreational Marijuana Establishments
- Accessory Dwelling Units (ADU)
- Special Event Venue Uses

The Department is actively working with the DPW and their consultant on a Stormwater Management bylaw consistent with the new Massachusetts MS4 permit.

The Department looks forward to supporting zoning bylaw amendments consistent with the Brewster Vision Plan.

## **Integrated Water Resource Management Plan Implementation**

The Department continues to work with the Horsley Witten Group on implementing the recommendations in the Integrated Water Resources Management Plan. Under a County DLTa grant, we furthered efforts to develop the regulatory framework for Innovation/Alternative nitrogen treatment septic systems in the Pleasant Bay Watershed. These efforts are consistent with Mass DEP 208 watershed permit issued for Pleasant Bay.

## **Staff Review**

Under Staff Review, a prospective applicant can meet with Town department heads to discuss a project before entering the permitting process. This process is free, confidential and intended to help applicant's

# Report of the Planning Department

present regulatory boards with development proposals that are fully informed by and responsive to local bylaws and regulations. The Department managed 11 Staff Review Applications in 2018. We would like to thank all of the Town of Brewster Departments who contribute their time and resources to these meetings.

## **Regulatory Review**

The Department also assists applicants during the permitting process with bylaw and zoning questions. Department staff support the Planning Board and Board of Appeals by preparing staff memos for permit applications, and drafting findings, conditions and decisions for permit approvals.

## **Public Service**

The Planning Department continues to develop brochures to assist the public in navigating the permitting process, as well as explore new ways to disseminate public information about community meetings and active projects. In 2018, the department welcomed over 650 walk-in inquiries, and over 1,200 email and telephone requests for information.

Suggestions to improve the Department's public outreach efforts are always welcomed and encouraged. Please stop by the Department or make an appointment to discuss ways to improve communication in our community. The planning process is more effective when residents and property owners are informed and involved.

Respectfully Submitted,  
Ryan Bennett, Town Planner  
Lynn St. Cyr, Senior Department Assistant (Planning Board)  
Marilyn Mooers, Department Assistant (ZBA)

# Report of the Pleasant Bay Alliance

The Pleasant Bay Alliance is an organization of the Towns of Chatham, Orleans, Brewster and Harwich. Formed through an inter-municipal agreement, the Alliance is charged with implementing the Pleasant Bay Resource Management Plan. The Plan encompasses the Pleasant Bay Area of Critical Environmental Concern (ACEC) and Pleasant Bay watershed. The Alliance develops and distributes public policy recommendations, technical studies and public information/educational materials, all available on the Alliance website, [www.pleasantbay.org](http://www.pleasantbay.org). Highlights from 2018 include:

The Pleasant Bay Citizen Water Quality Monitoring Program completed its 19th monitoring season. Trained volunteers collected samples at 25 bay-wide sites achieving a 90% collection rate. Data from the program are used for local and regional nutrient management planning and implementation.

The Alliance worked with town officials from our member towns, along with representatives of Massachusetts Department of Environmental Protection (MassDEP), US Environmental Protection Agency (USEPA) and Cape Cod Commission to successfully complete the Watershed Permit Pilot Project. The project culminated in development of: 1) an intermunicipal agreement among the four Alliance towns to seek a Pleasant Bay Watershed Permit; 2) completion of the Pleasant Bay Targeted Watershed Management Plan; and 3) development of Watershed Permit conditions. The Alliance obtained a determination from the Cape Cod Commission that the Targeted Watershed Management Plan is consistent with the regional 208 Plan. Town Meetings in all four towns approved the intermunicipal agreement. The Watershed Permit application package was submitted to MassDEP in June, and



# Report of the Pleasant Bay Alliance

MassDEP issued the first of its kind Watershed Permit to the Alliance towns in August. The Alliance and each member town were awarded an Environmental Merit Award from USEPA Region 1 for this work.

The Alliance applied for and obtained a \$250,000 grant from the US EPA Southeast New England Watershed grants program to fund implementation activities under the Pleasant Bay Watershed Permit.

The document entitled Guidelines for Managing Erosion in Pleasant Bay was finalized, incorporating comments from conservation commissions and other stakeholders.

The Alliance prepared the 2018 Pleasant Bay Resource Management Plan Update, and obtained Town Meeting approvals of the update in all four Alliance towns. The Update has been submitted to the Executive Office of Energy and Environmental Affairs for approval.

The Alliance wishes to thank the citizens of Brewster for your ongoing support.

Respectfully submitted by:

Chris Miller, Steering Committee

Ryan Bennett, Steering Committee

Carole Ridley, Alliance Coordinator

AWARD PRESENTATION TO THE PLEASANT BAY ALLIANCE



# Report of the Police Department

Looking back at 2018, the Brewster Police Department experienced a change in leadership with the retirement of Chief Richard J. Koch, Jr. after 30 years of service to the department and the town, with his last 12 years as our Chief of Police. On February 1st, Chief Heath J. Eldredge was sworn in as the fifth police chief in the history of the department. Chief Eldredge grew up on Cape Cod and started with the department in 2002 as a patrol officer. He worked his way up through the ranks of the department serving as detective, detective sergeant, lieutenant, captain, and now chief. This continuity of operation provided for a smooth transition with the department continuing its focus on being an integral part of the greater community.

In April of 2018, the Police Department, along with law enforcement across Cape Cod, mourned the loss of Yarmouth Police Sgt. Sean Gannon. The murder of Sgt. Gannon was a stark reminder of the risks associated with the profession of policing.

With an eye towards continuing to improve the level of service provided, the Police Department had a strong focus on training in 2018. While officer wellness and safety were a predominant theme, there was also an emphasis placed on continuing to develop in the area of responding to persons affected by mental illness.

The Brewster Police Department has joined many other police departments across the country to take the "One Mind Campaign" pledge. The "One Mind Campaign" seeks to ensure successful interactions between police officers and persons affected by mental illness. The initiative focuses on uniting local communities, public safety organizations, and mental health organizations so that the three become "of one mind." The tenants of the pledge include a commitment to training, policy making, and relationship building. The Brewster Police Department will have fulfilled its pledge by the end of the 2018/2019 training cycle.

The Brewster Police Department's dedication to this endeavor and others supports our commitment to our mission which, in part, notes that "we will work in partnership with our community to identify and effectively respond to the diverse, ever-changing social and neighborhood problems and needs; all the while, keeping an emphasis on integrity, fairness, and professionalism." Our officers are able to accomplish this by remaining professional in all situations and keeping true to the principles of community policing. For us, community policing is not just a catchy slogan, but an over arching philosophy that guides us in all we do whether it is interacting with our school children or trying to help a family dealing with a crisis. , We strive to be humane in our treatment of everyone.

As always, we appreciate the support we continue to receive not only from the citizens of Brewster but also from the Town Administration, the Select Board, the Finance Committee and all of the other departments within the town.

Respectfully Submitted,  
Heath J. Eldredge  
Chief of Police



# Report of the Police Department

## VIOLENT CRIMES

Rape	5
Kidnapping	0
Assault	22
Threats	6
Domestic Violence	77
Domestic Order Violations	15

## PROPERTY CRIMES

Burglaries	16
Larceny/Theft	79
Fraud	12
Motor Vehicle Theft	3
Vandalism	24
Trespassing	6

## DRUGS/ALCOHOL

Drug Violations	9
Civil/Marijuana	3
Protective Custody	19
Driving Intoxicated	37

## M/V CRASHES

206

## TOTAL CALLS /ACTIVITY

16223

## MOTOR VEHICLE STOPS

1905

## SERVICE CALLS/COMPLAINTS

Animal Control	421
Suspicious Incidents	335
Annoying Phone Calls	18
Missing Persons	12
Sudden Deaths	17
Well Being Checks	283
911 Hang-ups/Abandoned	173
Alarms	447
Restraining Order Service	64
Summons Service	160
Lost/Found Property	136
Hazardous Situations	201
Assist Citizen	481
Assist Oth. Police Agency	230
Other Calls/Activity	11134

## CITATIONS ISSUED

Motor Vehicle	1449
Parking	1034
Town Bylaw	10





BREWSTER POLICE DEPARTMENT  
APPOINTMENTS

CHIEF

RICHARD J. KOCH, JR.  
(retired 2/1/2018)

HEATH J. ELDREDGE  
(appointed 2/1/2018)

CAPTAIN  
HEATH J. ELDREDGE  
(reclassified 2/1/2018)

LIEUTENANTS

GEORGE A. BAUSCH

JONATHON P. O'LEARY  
(appointed 2/1/2018)

SERGEANTS

CHARLES M. MAWN  
JONATHON P. O'LEARY  
(reclassified 2/1/2018)

MICHAEL R. MEI  
(appointed 2/1/2018)  
PATRICK W. VARLEY

FREDDIE A. O'NEAL  
DETECTIVE/SERGEANT  
PAUL H. JUDGE, JR.

DETECTIVE

BRANDON L. RICE  
(reclassified 7/1/2018)

JACOB A. ZONTINI  
(assigned 7/1/2018)

POLICE OFFICERS

JESSICA R. AHLMAN  
SHANNON C. HALEY  
DANIEL J. LANCTOT  
MATTHEW B. MARSHALL  
FRANCESCO J. MIRISOLA  
BRANDON L. RICE  
(reclassified 7/1/2018)  
MORGAN A. VERMETTE

ALDEN B. CHILDS  
STEPHEN J. HATHAWAY  
JOSEPH M. MASHRICK  
SIDNEY G. SMITH

ANDREW J. DIONNE  
TROY L. HENDERSON  
(appointed 9/15/2018)  
MICHAEL R. MEI  
(reclassified 2/1/2018)  
JOSEPH W. THACHER  
(appointed 9/15/2018)  
JACOB A ZONTINI  
(reclassified 7/1/2018)

ANIMAL CONTROL OFFICER  
LYNDA J. BROGDEN-BURNS

DISPATCHERS  
DEBORAH GRANELLI

MOLLY E. BRAZIL  
JOREL E. RADKE  
(appointed 12/1/2018)

DEIDRE D. SCHOFIELD  
DANIEL YOUNG  
(resigned 11/12/2018)

CADETS

TROY L. HENDERSON  
(appointed 3/26/2018, reclassified 9/15/2018)

JOSEPH W. THACHER  
(appointed 3/26/2018, reclassified 9/15/2018)

ADMINISTRATIVE ASSISTANT  
JILL F. DOANE

MATRONS

LYNDA J. BROGDEN-BURNS  
JENNIFER J. HORTON  
NANCY MADDOCKS-SMITH

DEBORAH GRANELLI  
SKYLAR RODERICKS  
DEIDRE D. SCHOFIELD

# Report of the Public Works Department

This is my fourth report as Superintendent of Public Works. 2018 brought on increased challenges for our department. Rapidly changing climate has increased our workload as storms are more severe, winters longer lasting, with wind blowing and rain falling at historic levels.

Winter was and has been late coming over the past five years. 2018 was no exception, the brunt of winter came during February and March. Wind storms with gusts over 90 miles per hour battered the town on two occasions during March. Fallen limbs were scattered throughout Brewster. The Select Board opened the Recycling Center for free tipping of brush for more than a month. Along with these events power was out for many sections of Brewster including our Public Works facility. Our emergency generator was able to keep the operation running while exposing weaknesses in our systems.

Over the past two years we have been without a large supply of gasoline, with the entire town dependent on a 1,000 gallon tank at the Captains Golf course. Only through the diligence of our staff and cooperation between town departments has this been possible. We have completed our fuel depot design and look forward to the May town meeting to secure funding for our fuel depot and removal of our current underground diesel tank. This project will include installation of a new generator at our Public Works facility. Brewster will have a modern fuel depot supplying both gas and diesel to all town departments from a well-designed and safe facility located adjacent to our DPW facility.

Roadside vegetation management is an ongoing challenge for the DPW. Our roads are narrow and well treed. Management of roadsides is critical to our mission of providing safe roads. With the addition of our roadside mower and the continuing improvements shown by our staff we have created miles of walkable shoulder even along some of our narrowest roads. In some cases the brushing of roads has released native wild flowers which were being shaded out by invasive plants.

We were again able to truck our annual street sweepings to the Town of Orleans. The sweepings were used to create a level leaf and yard waste composting pad. Brewster is lucky to have a cooperative neighbor, this has saved the town thousands of dollars.

During 2018 the town selected the engineering firm VHB to design reconstruction of Millstone Road. The goal is to provide a safe roadway with both pedestrian and bicycle accommodations. Survey was completed identifying the challenges created by the various features along the road which will need to be moved or modified including utility poles, drainage facilities, trees, fences, mailboxes and shrubbery. A well-attended public hearing was held during August with significant contributions from abutters and residents of Brewster. We continue to take comments. VHB and town staff have walked the entire length of the road to insure the accuracy of the survey and to identify the various challenges presented by an ancient way that has had little modification over the years. During February we will have another hearing with plans showing the proposed improvement. Abutters will be mailed cards noticing the meeting as was done in August and we will update the website for an additional changes. As a result of needing utility poles moved and easements acquired this may be a multiple year project for the design phase only. Millstone road is in good to fair condition and requires very infrequent maintenance such as potholes and shoulder repair. We feel confident that we can keep the road safe and passable until our design is complete and the project can be advertised and bid.

Although our design was nearly complete we were unable to request bids for the Crosby Culvert project. This project will replace the existing culvert with a box culvert which will allow salt water to flow into an adjacent brackish marsh. The site was explored for the presence of historical artifacts and a watershed plan was developed for the entire Namskaket marsh and beach area. We will be requesting bids for this project this spring, the project is funded by grants from DEP and NRCS. The match funding is from the 2015 road bond. In addition, designs are being completed for drainage improvements along Crosby Lane which will be followed by resurfacing of the road.

# Report of the Public Works Department

During 2018 the firm CDM was contracted to design drainage and road improvements for the lower end of route 137 Long Pond Road from 124 to 6A. These improvements will include replacing the entire drainage system which has been failing for several years and to provide for accommodations to pedestrians and cyclists. The survey is complete and preliminary designs are ongoing. We will be conducting a public hearing in March with abutters and residents outlining the proposed changes and improvements.

Drainage continues to be the greatest challenge for Public Works in Brewster. The intensity and frequency of rain events exceed our design capacities. The standard for drainage design is 5.72 inches in a 24 hour event. The storms of last August and in August of 2017 dumped 6 inches or more in a three hour period. Brewster will never have the financial capability to design and construct systems which can handle these intensified storm events. Localized street flooding will occur, however, within a short period of time this water will subside. Our greatest number of requests for service come from those who live below the road, walkout basements and garages are negatively impacted by these events. We have asked many of these folks to prepare their properties for flooding by regrading or the installation of drainage on their own property. On top of these significant events we have had repeated 1-4 inch rain events two or three days apart. These storms only create more stress on our over used systems. Drainage projects were completed on Hickory Lane, Cedar Lane and Long Pond Road by DPW forces. On many locations the department installed hot mix berms to protect vulnerable properties. Designs for future projects include Leland Road, Lower Road, Long Pond Road and the reconstruction of a drainage retention basin on Underpass Road.

A program to insure high quality surface drainage was implemented this year. Called MS4 this law promulgated by EPA was endorsed and put into law the State DEP. This involves identifying all drainage discharges into bodies of water. We will locating all of our catch basins and testing the water quality of the discharges known to enter those waters. We have an excellent consultant in Environmental Partners and are following their guidance in implementing this law. We filed our Notice of Intent this fall and look forward to protecting our precious water sources including ponds, streams and bogs. It will be necessary in the future to clean our catch basins more frequently and to continue our aggressive sweeping program.

The DPW working cooperatively with the Bikeways Committee with funding from the Community Preservation Committee installed warning lights at our Rail Trail crossings. Warning lights were installed on Underpass Road, Harwich Road, Millstone and Long Pond.





# Report of the Public Works Department

## Tree Warden

The impact of drought, Winter Moth, and Gypsy moth have stressed Brewster's trees and have resulted in large scale mortality throughout town. DPW forces along with hired Tree Services continue find dead and dying trees along Brewster Roads. In many cases these dead trees present hazardous conditions and must be removed immediately. Tree mortality is often quick (within one season) the DPW has been vigilant in checking our roads for dead trees.

The collapse in the Gypsy Moth population has been good for our trees. In spite of this we will see smaller populations and additional pests emerging to damage of trees.

The DPW would like to thank the leadership of Brewster and the voters for continuing to support our capital requests. It is essential that we continue this program, we have an aging fleet and need more modern equipment to meet our safety goals and to continue to service the town while maintaining high maintenance standards.

I am very proud of our staff, they have continued to improve their performance on behalf of the citizens of Brewster. Their efforts result in a safer, cleaner and more attractive Brewster. We also take seriously our role in advancing the towns cultural events including Brewster in Bloom, the Brew Run, and the Pan Mass Challenge.

We would like the thank all of the other departments for their cooperation throughout the year.

Respectfully submitted,  
Patrick Ellis DPW Superintendent.



# Report of the Recreation Department

## **Mission Statement**

The Brewster Recreation Department is committed to enhancing the quality of life for all Brewster Residents and visitors by utilizing the Town's many beautiful parks, beaches and facilities to provide the best quality recreational activities that challenge the body and spirit across all generations. The purpose of the Recreation Department is to meet the diverse recreational, cultural, athletic and leisure-time pursuits of the residents of Brewster with a broad-based comprehensive program. Recreational programs are organized to encourage participation and enjoyment and will be held at safe and well-equipped facilities on a year-round basis.

## **Brewster Recreation Programs, Events and Facilities**

During the last year the Recreation Department has continued to expand its core programs to include residents of the Brewster Community as well as residents and visitors. Our goal is to continue to refine the aspects of the existing programs and events, always looking for new ideas and opportunities to shape the experiences of our residents and visitors alike. We offer traditional programs such as soccer, basketball, baseball and softball, and more unique programs like youth running clubs, science programs, jump rope, pickleball, ultimate Frisbee and archery.



During the year, the Recreation Department hosted community events such as the Breakfast with Santa, held at Ocean Edge Resort, which helped us raise and donate \$3,500 back to families in our community. Over the past eleven years, we have donated approximately \$48,500. We sponsored the Brewster in Bloom Run 5K, with proceeds benefitting our Bob Redd Memorial Outstanding Youth of the Year Scholarship. This scholarship is awarded to Brewster high school seniors who have demonstrated service to our community and high character. In 2018, scholarship recipients were Helen Gainey and Rae Gainey. Since 2009, we have given \$31,000 in scholarships toward students' higher education. Other events include an Easter egg hunt at Ocean Edge Resort and an outdoor movie night in the summer.

The Recreation Department received two grants from the Community Preservation Act. The first completed capital improvements to the tennis and pickleball courts located at Stony Brook Elementary School; fulling repairing and resurfacing all eight courts. The second grant will make accessibility improvements to Brewster's recreation facilities: Freemans Way Recreation Fields, Gage's Baseball Field and the Town Hall Fields, making them all ADA accessible. During 2018, the project focused on the engineering of the project and the construction will begin in 2019.



# Report of the Recreation Department

## For More Information

Our web site, [www.brewsterrecreation.com](http://www.brewsterrecreation.com) is regularly updated and provides information for all our programming and events. Registrations are accepted online through our website as well as completed in our office. The web site is also used as a means of communication for program information, department updates and weather cancellations.

The Brewster Recreation Department is committed to empowering our youth with the skills necessary to become responsible members of society. We recognize the need to instill high expectations so that all our participants realize that success lies within them. As we look forward to future we offer a special thank you to our staff, volunteers, sponsors and the community who supports our department each and every year.

Respectfully Submitted,  
Ellen Ojala Bearse  
Brewster Recreation Director

## Recreation Commission Members

Roland Bassett, Chair  
Tom Wingard, Vice-Chair  
Allen Ryone, Treasurer  
Sherrie McCullough, Secretary  
Brandon Rice

# Report of the Recycling Commission

Going, going, getting there!

During calendar year 2018, Brewster's Pay-As-You-Throw (PAYT) program continued to reduce the amount of trash needed to be sent for energy recovery due in part to the introduction of organics management. By the end of the year, trash had been reduced by ~31 ton and recycling had increased by ~27 tons. While the reduction in waste is easily understood, recycling bears a more thorough explanation as discussed in the report.

Calendar Year to Year Comparison of Recycling and Trash delivered through Residential Drop-off at the Brewster Recycling Center.\* Information compiled from weight tickets by the Department of Public Works.

Commodity	CY17 tons	CY18 tons
Fiber (all paper including cardboard)	510.60	509.67
Electronics	24.25	14.96
Commingled (plastic, glass & metal containers)	334.98	334.88
Metal	86.68 (2 pick-ups)	120 (3 pick-ups)
Food Waste	0	4.25 (6 pick-ups)
Recyclables	956.51	983.76
Construction & Demolition debris (C&D)	568.81	536.98
MSW (trash)	1190.32	1159.04

\* These figures do not include any tires, hazardous waste or yard trimmings collected and managed at the facility.



# Report of the Recycling Commission

Overall, the Town of Brewster continues to be a leader and the residents who have chosen to utilize the services of the Brewster Recycling Center are to be applauded for their commitment to effective solid waste management practices.

During early 2018 a phenomenon called the National Sword occurred. This event was the result of trash being sent to China under the guise of being recyclables. While the Chinese government allowed some contamination in materials received from U.S. ports initially, when more of the 'recycling bales' were trash than recyclables, they imposed strict sanctions on incoming materials and rightfully so. Trash is trash and recyclables are feedstock. While Brewster itself did not send bad bales to China, it's possible that the MRFs (Material Recovery Facilities) that we use or which contract with other consolidators may have. When China began rejecting all materials, U.S. exporters began filling up local MRFs, thus resulting in higher pricing or inaccessibility. In fact, some recyclables ended up being trashed in landfills due to the high level of contamination. Due to our clean recyclables and good contractual relationships, the Commission and Department of Public Works were able to keep Brewster whole during this challenging chapter. In fact, to date, Brewster has never had a recycling load rejected.

Rates for residential use of the Recycling Center did increase modestly during 2018. These increases were implemented to continue the Commission's quest to make the Recycling Center self-sustaining. Rates were only increased for the sticker fee, the construction and demolition fee and the fee for mattresses. All increases were approved by the Select Board in early 2018. Non-recyclable yellow bag waste continues to go to SEMASS to produce renewable energy.

After being closed for the winter and much needed repairs, the Swap Shop was reopened in the Spring with an almost new group of volunteers. Two members of the Recycling Commission are now volunteering at the Swap Shop, which has helped curb the receipt of non-reusable goods and increased the communication between the Swap Shop and the Commission. The Shop is still open to anyone (rather than by permit only as previously recommended) due to delays in redesigning the entrance. A



# Report of the Recycling Commission

decision was made to continue the practice of closing the Swap Shop during the winter months.

During the spring of 2018, the Commission began its outreach work regarding the collection of organic materials. Informative flyers were prepared for handing out at the gatehouse. The DPW negotiated an agreement with Watts Farms to provide certain equipment and pick up services for the organic materials. The program began effective July 1, 2018 and was deemed an almost immediate success.

Discussion of a single-use bag ban took place over the course of the spring and the Commission decided to try an alternative to an outright ban. The Chairperson was directed to reach out to the business community through the Chamber of Commerce in order to ascertain the need for such legislation. Surveys and in-person meetings were conducted with the result that most businesses were already going down the path of less single-use plastics. Ultimately, however, it was decided that to protect existing businesses, a bylaw should be drafted and placed on the Spring 2019 Town Meeting Warrant. The Commission also agreed to work with the Chamber and the Town on applying for a MassDEP grant for Brewster-branded reusable bags.

Beach and public space recycling continued in 2018 resulting in the collection of ~96 tons of waste and ~25 tons of recyclables, resulting in roughly 18% recycling at our recreational areas. The Commission will need to address this issue during 2019 in order to increase recycling of recreational waste.

Educational outreach in 2018 was multi-faceted. Nine articles were written by Chairperson Morris and featured in the Cape Codder. Topics included the National Sword impact, food waste, contamination, reuse, etc. and can be found online at <http://brewster.wickedlocal.com/search?text=Margretta%20> Members of the Commission hosted a booth at the Brewster Conservation Trust Day in early July where they fielded questions about recycling and solid waste management. A presentation was given by the Chairperson at the Brewster Community Network meeting on the topic of a proposed single-use plastic bag ban.

In addition to the single-use bag ban proposed for the Spring 2019 Warrant, the Commission will be investigating and considering new town level legislation that would prohibit the use of polystyrene take-out food containers by Brewster restaurants, grocery and convenience stores. 2019 looks to be an interesting and busy year.

Respectfully submitted,

Margretta (Meg) Morris, Chairperson  
Patrick Ellis, Member and DPW Superintendent  
Debra Johnson, Member  
Peter Johnson, Member  
Brenda Locke, Member  
Joseph Prevost, Member

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Frank Bridges, Finance Committee Liaison  
Penny Holeman, Board of Health Liaison  
Dr. Mary Chaffee, Select Board and Board of Health Liaison  
Donna Kalinick, Town Hall and Swap Shop Liaison  
Emily Sumner, Scribe



# Report of the Veterans Services

The following report is of the activities of the Department of Veterans' Services for the Town of Brewster for Calendar Year 2018.

One of our two primary functions is to administer low-income benefits under Massachusetts General Law Chapter 115 for veterans who are honorably-discharged, who establish need and worthiness and are residents of the Town of Brewster. During the year, the Town of Brewster, through our office, provided local aid to qualified veterans totaling more than \$64,536.00 for housing, food, heat, medical and other related costs. The amount expended was reimbursed to the Town by the Commonwealth at a rate of 75% of total expenditures.

We also provide services to veterans in obtaining the full range of federal government (Veterans' Affairs) benefits. Over the past year this office assisted in obtaining \$1,874,807.00 in VA cash benefits for service-connected injuries and VA non-service-connected pensions for Brewster veterans and widows/widowers. These federal funds greatly reduce the demand on our local aid fund and are received tax free and returned to your local economy.

We encourage any veteran or dependent of a veteran to contact us at 1-508-778-8740 Monday through Friday from 8:30 AM to 4:30 PM. We can also schedule appointments in one of our offices, at your home or any location that is best for you. Our Harwich office is open Tuesday, Wednesday and Thursday, 9:00 AM to 4:00PM and is located at 100 Oak Street. The phone number is 508-430-7510.

We extend our thanks to the Board of Selectmen, the Town Administrator and Town Accountant for their outstanding support throughout the year.

In Service to Veterans,  
Gregory J. Quilty, Director, Barnstable District Veterans Services  
Wilfred Remillard, Brewster Veterans Service Officer

# Report of the Water Department

The Brewster Water Department is pleased to provide the following report of happenings for calendar year 2018.

In 2018, the Brewster Water Department began the task of uploading individual service drawings into Advanced Enterprise Systems Corporation (Utility Cloud) for future workorder tracking and asset management. This will allow staff in the field to obtain water service information from a cell phone or tablet.

The Water Department worked closely in 2018 with the Office of the Town Accountant to match reconciliations of the different types of outstanding receivables and will continue this effort going forward to ensure that there are no discrepancies between the two departments which can easily occur when data entry is applied to the wrong type of account in error.

Approval was received to hire two seasonal employees for a fire hydrant maintenance program. This will help to ensure that the hydrants in town are in good working order and freshly painted.

2017 Annual Town meeting approved three projects for the Brewster Water Department that were completed in 2018:

- Supervisory Control and Data Acquisition (SCADA) which is the collection of data and alarms from wells and treatment plants for reporting and 24/7/365 monitoring. This was awarded to Fall River Electrical.



# Report of the Water Department

- Storage Tank maintenance was awarded to Lemerick Steeplejacks, Inc. for coating repairs in order to prolong the coatings on both storage tanks and the need for an overall coating removal and painting at great expense.
- Well #2 & #4 rehabilitation and cleaning was awarded to Maher Services.

The Board of Water Commissioners would like to recognize the dedicated and professional work of our Water Department Staff whose combined efforts are the reason for the success and efficiency of our operation. We would also like to express our appreciation to the residents of the Town of Brewster and the other town departments and employees whose help and cooperation contributed greatly to that success during the past year.

## Department Statistics

	2017	2018	% change
Total Pumped (MG)	431.59	453.33	5.03
Peak Day	7/27/17	7/9/18	
Peak Gallons (MG)	3.79	3.43	-.94
Total Service Connections 7560	7567	0.09	

Respectfully submitted,  
The Brewster Board of Water Commissioners



# Report of the Water Quality Review Committee

This Committee's mission is to implement Brewster's Groundwater Protection Bylaw that protects the quality of the town's drinking water and water resources. The committee consists of representatives of the Select Board, Board of Health, Planning Board, Conservation Commission, Water Commission, and the Health Director and Building Commissioner.

The Committee's purpose, as defined by the Water Quality Protection bylaw (Sections 179-53 to 179-62 of the Brewster Zoning bylaws) that created the committee, is to:

- Promote the health, safety and general welfare of the community by ensuring an adequate quality and quantity of drinking water for the residents, institutions and businesses of the town;
- Preserve and protect all existing and potential sources of drinking water supplies within the town;
- Protect other sensitive water resource areas, including those land areas that contribute recharge to private drinking water supply wells;
- Prevent temporary and permanent contamination of the water resources of the town.

The bulk of the Committee's work consists of reviewing applications for water quality certificates of compliance. These certificates are required of all non-residential properties in Zones I and II surrounding town wells, the Groundwater Protection District, and the Pleasant Bay Watershed. Applications must document conformance with the conditions establishing the Water Quality Protection District. Every three years each certificate must be renewed with documentation of any changes, demonstration that any Title 5 septic systems are functioning satisfactorily, demonstration that any decommissioned wells are secured from access, and that all conditions of the bylaw are being met. For the fiscal year 2018 certificate renewals were granted to VFW, Secure Storage, Eldredge Farm, Crocker Nurseries, Northeast Marketing Group, the Brewster Water Department (9 certificates), Brewster Solar Garden, and Allard Custom Building.

Most of the Committee's work is focused on the southeast section of town near public wells 1, 2, and 3 of the Brewster Water Department, and the southwest section of town where public wells 4 and 6 are





# Report of the Water Quality Review Committee

located. In addition to the usual certificate process in 2018, the committee reviewed and commented on the application for Brewster Woods, an affordable housing project for families proposed to be adjacent to the Frederick Court and Wells Court senior housing. While the project is located outside the areas that require conformance to the Water Quality Protection District performance standards, the Committee did ask that the project aspire to meeting those standards. In particular, the Committee focused on stormwater runoff from the project, given that the proposed Brewster Woods site was considerably higher in elevation than abutting properties.

The Committee continues to closely monitor operations of two wood waste processors in town as well as the Captains Golf Courses. In each case, the Committee analyzes results of water quality monitoring to assess the ongoing operations of each.

The Committee would like to express its appreciation to administrative assistant Judith Miller whose effective work assured that the Committee functioned smoothly. We thank her for her help with Committee matters.

Douglas Wilcock, Chair, Water Commissioner  
Nancy Ellis Ice, Vice Chair, Health Director  
Roberta Barrett, Planning Board  
Annette Graczewski, Board of Health  
Chris Miller, Natural Resources Director  
Victor Staley, Building Commissioner  
Dr. Mary Chaffee, Select Board

# Report of the Zoning Board of Appeals

The Zoning Board of Appeals (ZBA) is a quasi-judicial body empowered under the provisions Massachusetts General Law 40 A, also known as the Zoning Act, to hear and decide applications for variances, special permits, comprehensive permits (M.G.L. 40B) and appeals from decisions of the Zoning Enforcement Officer.

The Zoning Board of Appeals consists of nine members appointed by the Selectmen, five regular members and four alternate members. Currently the board consists of regular members Brian Harrison (Chair), Arthur Stewart (Vice-chair), Bruce MacGregor and John Nixon and Patricia Eggers. Alternate members are Jean Kampas, and William (Bill) Hoag. This year we also welcomed Susan McShane as an alternate member.

During calendar year 2018 nineteen (19)) regular applications were heard by the board. There were 18 approvals, including; 11 special permits, 5 variances, and 2 appeals of the Zoning Enforcement Officer. One applications for a variance was withdrawn.

We would also like to take this opportunity to thank Marilyn Mooers our Administrative Clerk and Ryan Bennett, Town Planner for their contributions to the Board which are essential to our success.

Respectfully submitted,  
Brian Harrison, Chair



# Report of the Zoning Enforcement Officer

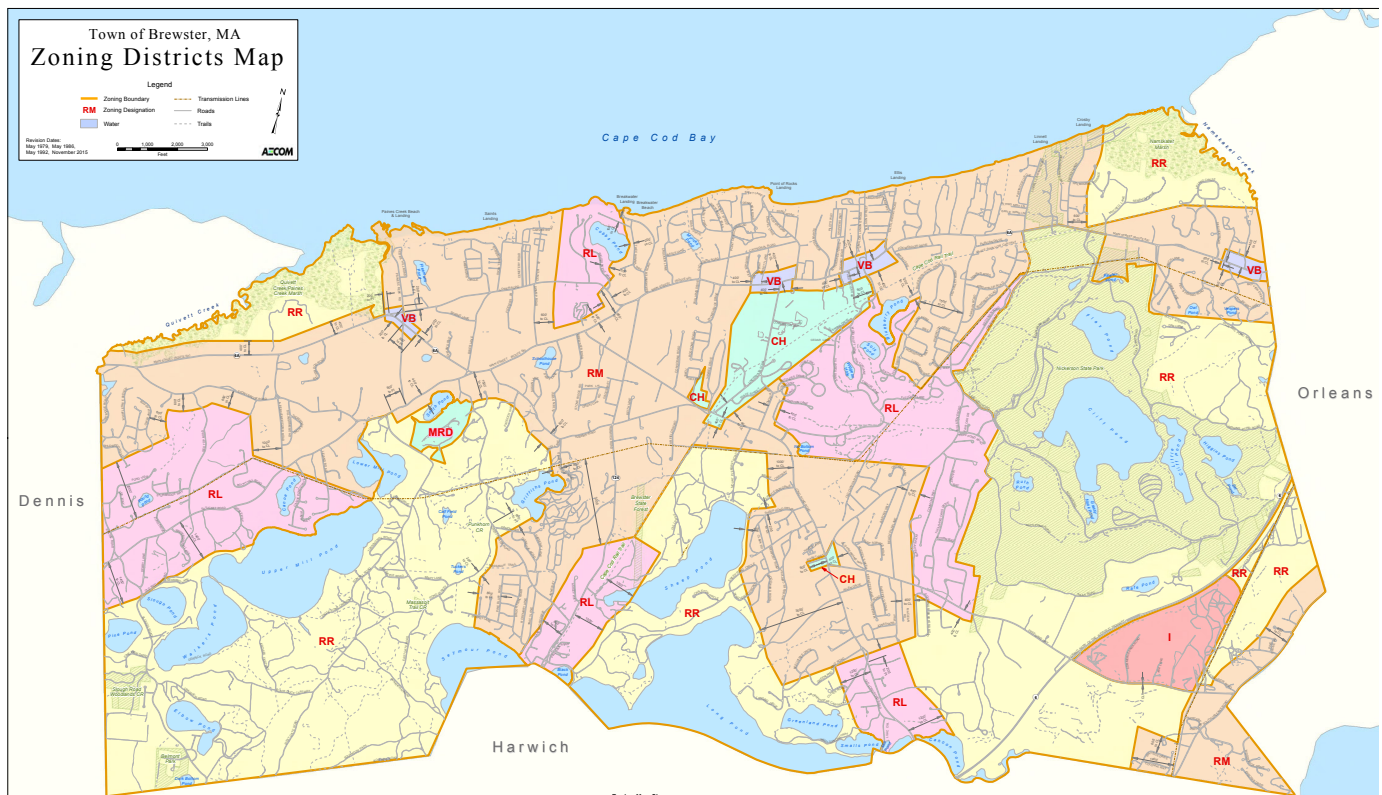
Municipal Zoning Bylaws (land use regulations) are unique in that the townspeople, with a minimum 2/3 majority at Town Meeting, vote to regulate themselves, which demands a high amount of respect and obligation from the Building Commissioner/Zoning Enforcement Officer and the Building Department. Though the incidents can be quite varied, the approach for regulating what people can and cannot do on their property stays constant within the language of the Zoning Bylaws. Introducing a property owner to use and dimensional restrictions on their own property often takes a considerable amount of time, diplomacy and resources of the Building Department. Another responsibility of the Building Commissioner/Zoning Agent entails assuring that applicants remain true to all conditions stipulated in Variances, Special Permits and approved subdivisions that have been granted by the Board of Appeals and/or the Planning Board. This type of oversight often requires constant vigilance by the Building Department for the life of the property.

This office made numerous zoning complaint investigations, inspections, interpretations and decisions during the calendar year 2018. Building Permit applications always involve some sort of zoning determination, particularly now that land that used to be considered marginal for construction is receiving more pressure for development purposes. The Brewster Zoning Bylaws can now be accessed via the Town's website <[www.town.brewster.ma.us](http://www.town.brewster.ma.us)>. If you have any specific questions regarding how the Brewster Zoning Bylaws interact with your property either dimensionally (setbacks, lot coverage...) or by use (commercial, home occupation, signs...), we request that you submit your question in writing so that an accurate account of responses can be maintained for future reference. If you have general questions, we would advise reviewing the Zoning Bylaws or contacting the Building Department.

Respectfully submitted,

Victor E. Staley

Brewster Building Commissioner/Zoning Enforcement Officer



# Report of the Assembly of Delegates

**INTRODUCTION:** The Assembly of Delegates is the legislative branch of Cape Cod Regional Government (also known as Barnstable County government). Each Cape Cod town is represented on the Assembly by a Delegate elected by that town's voters for a two-year (calendar) term. Each Delegate's vote is weighted based on the U. S. Decennial Census. Brewster's weighted vote is 4.55%.

**FIFTEENTH SESSION:** Delegates to the Assembly's Fifteenth Session (2017 – 2018) were sworn-in on January 4, 2017. Ed Lewis was sworn on that date as Brewster's Delegate, and served until his resignation in May 2017. Mary Chaffee was appointed by the Brewster Select Board to serve the remainder of Ed Lewis' term. She was elected in November 2018 to continue to serve on the Assembly in its Sixteenth Session. E. Suzanne McAuliffe (Yarmouth) served as Speaker of the Fifteenth Session, Deborah McCutcheon (Truro) served as Deputy Speaker, and Janice O'Connell continued serving as the Assembly Clerk.

**MEETINGS:** The Fifteenth Session of the Assembly of Delegates held regular meetings on the first and third Wednesday of each month at 4:00 p.m. at the Barnstable County Complex at 3195 Main Street, Barnstable. Meetings may be viewed at [www.youtube.com/user/BarnstableCounty](http://www.youtube.com/user/BarnstableCounty).

**COUNTY GOVERNMENT:** The County's home rule charter places the power and responsibility to deal with the County's unique problems in a regional government directly responsible to the people of Barnstable County. The mission of County government is to promote open government that enhances the quality of life for Barnstable County citizens. The County provides services for residents and communities that individual towns would not be able to offer by themselves.

County government was established by an act of the Massachusetts legislature in 1988. The "Barnstable County Home Rule Act of 1988" guaranteed certain rights to the County (known as home rule), and created a government with two branches (the Assembly of Delegates and the Board of Regional Commissioners). Two years later the Legislature established the Cape Cod Commission as the Cape's regional planning and land use regulation agency.

**ASSEMBLY ACTIONS:** The Assembly of Delegates implements policy through passing ordinances. Proposed ordinances are brought forward to the Assembly, and then referred by the Speaker for review and discussion prior to the Assembly's vote. The public is invited to participate in public hearings. The Assembly also acts through expressing its opinion on certain matters through resolutions.

**COUNTY BUDGET:** A major Assembly responsibility is the review and adoption of the County's annual budget, which is submitted by the Board of Regional Commissioners each February. In the Fifteenth Session, Assembly Standing Committees met with County department heads, and reviewed their budgets and programs in public hearings before making recommendations to the full Assembly. The budget process typically occurs annually between February and May. The County budget for FY19 was \$27,350,000, and has been level for the past three years.

**ORDINANCES:** The Assembly of Delegates adopted fifteen ordinances in its Fifteenth Session:

- Ordinance 17-09: Supplemental Appropriation for Court Judgement (Town of Barnstable) and Emergency Repairs (Superior Court building) - adopted 8/16/17.
- Ordinance 17-10: Supplemental Appropriation and transfer of funds for Salary related to Human Rights Coordinator work hours - adopted 9/20/17.

# Report of the Assembly of Delegates

- Ordinance 17-11: Amended Chapter G, Growth Incentive Zone Regulations of the Cape Cod Commission Regulations - adopted 10/4/17.
- Ordinance 17-12: Established a District of Critical Planning in Eastham - adopted 11/1/17.
- Ordinance 17-13: Established the Barnstable County Economic Development Council, replacing all previous ordinances for this purpose - adopted 12/20/17.
- Ordinance 18-01: Amended Chapter A, Enabling Regulations Governing Review of Developments of Regional Impact, of the Cape Cod Commission Regulations - adopted 4/4/18.
- Ordinance 18-02: Amended Chapter G, Growth Incentive Zone regulations of the Cape Cod Commission Regulations - adopted 4/4/18.
- Ordinance 18-03: Supplemental Appropriation for Contracted Services (Fire Training Academy), Court Judgement (Town of Barnstable), and Emergency Repairs (Second District Court building for a generator) - adopted 4/18/18.
- Ordinance 18-04: Established a job description for a Clerk of the Assembly - adopted on 5/2/18; override of veto vote 5/16/18.
- Ordinance 18-05: FY19 Barnstable County Capital Budget - adopted 5/2/18.
- Ordinance 18-06: FY19 Barnstable County Dredge Operating Budget - adopted 5/2/18.
- Ordinance 18-07: FY19 Barnstable County Operating Budget - adopted 5/2/18.
- Ordinance 18-08: Supplemental Appropriation for Salary due to increase in programing at the Fire Training Academy - adopted 5/16/18.
- Ordinance 18-09: Appropriation and transfer of funds for Contracted Services (Water Quality Monitoring) - adopted 6/6/18.
- Ordinance 18-10: Established the Barnstable County Coastal Management Committee – adopted 6/20/18.

# Report of the Assembly of Delegates

## ASSEMBLY DELEGATES (as of June 30, 2018)

Delegates	Town	% Weighted Vote
Edward Atwood	Eastham	2.30%
Ronald Bergstrom	Chatham	2.84%
Mary Chaffee	Brewster	4.55%
Lilli-Ann Green	Wellfleet	1.27%
Peter Hughes (appointed 6/18/18)	Harwich	5.67%
Christopher Kanaga	Orleans	2.73%
James Killion	Sandwich	9.58%
Suzanne McAuliffe	Yarmouth	11.02%
Deborah McCutcheon	Truro	0.93%
Edward McManus (resigned 5/18/18)	Harwich	-
Susan Moran	Falmouth	14.61%
Thomas O'Hara	Mashpee	6.49%
John Ohman	Dennis	6.58%
Brian O'Malley	Provincetown	1.36%
Patrick Princi	Barnstable	20.92%
Linda Zuern	Bourne	9.15%
		100.00%

## COUNTY CONTACTS

Information about County government is available at [www.barnstablecounty.org](http://www.barnstablecounty.org).

Mary Chaffee may be contacted at [mary.chaffee@barnstablecounty.org](mailto:mary.chaffee@barnstablecounty.org).

Assembly Clerk, Janice O'Connell, may be contacted at (508) 375-6761 or [aofd@barnstablecounty.org](mailto:aofd@barnstablecounty.org).

Respectfully submitted,  
Mary Chaffee  
Assembly Delegate  
Town of Brewster





<b>Departments</b>	<b>Employees</b>	<b>Extensions</b>
<b><u>TOWN OFFICES</u></b>	<b><u>2198 MAIN STREET</u></b>	<b><u>(508)896-3701</u></b>
<b><u>* Denotes Dept. Head</u></b>	<b><u>FAX # (508)896-8089</u></b>	
ACCOUNTING	LISA SOUVE *	1138
ACCOUNTING	ANN CHRISTEN	1247
ASSESSOR'S	ERIKA MAWN	1237
ASSESSOR'S	JIM GALLAGHER *	1123
BUILDING	SARA PROVOS	1225
BUILDING	RICHARD LEIBOWITZ	1144
BUILDING	MICHELLE TERO	1119
BUILDING	VICTOR STALEY *	1162
INSPECTOR	<b>GAS &amp; PLUMB</b> -SCOTT VANRYSWOOD W & F	1113
INSPECTOR - ALT	<b>GAS &amp; PLUMB</b> -PETER DEEGAN 8:30-9:30 A.M.	1113
INSPECTOR	<b>WIRING</b> -ROLLIE BASSETT M & T 10-11	1127
INFORMATION TECHNOLOGY	KATHLEEN LAMBERT *	1131
<b>NAT RES/CONSERVATION</b>	<b>1657 MAIN STREET</b>	<b>(508) 896-4546</b>
NAT RES/CONSERVATION	CHRIS MILLER*	
DEPUTY NATURAL RESOURCES	RYAN BURCH	
NAT RES/CONSERVATION	CAROL SPADE	
CONSERVATION	NOELLE AGUIAR	
NAT RES/CONSERVATION	AMERI CORPS VOLUNTEERS	
MAINTENANCE	TOM THATCHER *	1118
CUSTODIAN	KENNY JOHNSON	1218
HISTORIC DISTRICT	MICHELLE TERO	1119
HEALTH	TAMMI MASON	1220
HEALTH	NANCY ELLIS ICE *	1121
HEALTH	SHERRIE McCULLOUGH	1140
HOUSING	JILL SCALISE	1169
PLANNING BOARD	LYNN ST.CYR	1233
ZONING BOARD OF APPEALS	MARILYN MOOERS	1168
TOWN PLANNER	RYAN BENNETT*	1150
TOWN ADMIN/SELECTMEN	ROBIN YOUNG	1100
ASSITANT TOWN ADMINISTRATOR	SUSAN BRODERICK	1134
ASSITANT TOWN ADMINISTRATOR	DONNA KALINICK	1130
TOWN ADMINISTRATOR	MARK FOREST *	1128
TOWN CLERK	COLETTE WILLIAMS (Notary)*	1142
ASST TOWN CLERK	JAYANNE SCI	1141
TREAS/COLLECTOR	CARRIE GUILIANO	1115
TREAS/COLLECTOR	TERRY IACCHERI	1212
TREAS/COLLECTOR	MEGAN DOWNEY	1116
TREAS/COLLECTOR	LISA VITALE *	1117
<b>COUNCIL ON AGING- FAX</b>	<b>1673 MAIN STREET</b>	<b>FAX (508) 896-7587</b>
COUNCIL ON AGING	DENISE REGO *	(508) 896-2737
COUNCIL ON AGING	LAUREN ZELLER	(508) 896-2737
COUNCIL ON AGING	REGINA EGAN	(508) 896-2737
CPA/OPEN SPACE/AGRICULTURAL	ELIZABETH TAYLOR	1149
CH 18	JP LUDWIG	1200

<b>Departments</b>		<b>Employees</b>	<b>Extensions</b>
<b>D P W - FAX</b>		<b>201 Run Hill Road</b>	<b>FAX (508) 896-4540</b>
DEPT OF PUBLIC WORKS	EMILY SUMNER		(508) 896-3212
DPW	PATRICK ELLIS*		(508) 896-3212
D P W	JAMES JONES		(508) 896-3212
D P W	<b>TRANSFER STATION GATE HOUSE</b>		(508) 896-4541
D P W	<b>INFORMATION LINE</b>		(508) 896-9665
D P W	SWAP SHOP		(508) 896-4523
<b>FIRE - FAX</b>		<b>1671 Main Street</b>	<b>(508) 896-4245</b>
FIRE DEPARTMENT	NON EMERGENCY NUMBER		(508) 896-7018
FIRE	AMY HANDEL		(508) 896-7018
FIRE	CHIEF ROBERT MORAN *		3101
FIRE	DEPUTY CHIEF KEVIN VARLEY		3103
<b>GOLF - MAINTANCE - FAX</b>		<b>1000 Freemans Way</b>	<b>(508) 896-9479</b>
GOLF - MAINTANCE	PETER ERVIN		(508) 896-9408
GOLF - MAINTANCE	ROB CAMPBELL		(508) 896-9478
<b>GOLF - PRO- FAX</b>		<b>1000 Freemans Way</b>	<b>FAX (508) 896-7095</b>
CAPTAINS GOLF COURSE	MARK O'BRIEN * X101		(508) 896-1716
GOLF COURSE	STEVE KNOWLES OR JAY PACKETT		(508) 896-2115
<b>RECREATION</b>		<b>2298 Main St, Eddy Elem. School</b>	
RECREATION	ELLEN BEARSE* + MIKE GRADONE		(508) 896-9430
<b>POLICE - FAX</b>		<b>631 Harwich Road</b>	<b>FAX (508) 896-4525</b>
POLICE DEPARTMENT	DISPATCH - NON EMERGENCY 896-7011		X2100
POLICE	JILL DOANE		X2110
POLICE	CHIEF HEATH ELDREDGE*		X2101
POLICE	GEORGE BAUSCH- LIEUTENANT		X2102
<b>WATER - FAX</b>		<b>165 Commerce Park Drive</b>	<b>FAX (508) 896-4517</b>
WATER - (508) 896-5454	SHERRY THEURET/LAURA HANNA/AMY TABER		(508) 896-5454
	PAUL ANDERSON *- SUPERINTENDENT		
	ALEX PROVOS- FOREMAN		
	BOB CROWLEY-TREATMENT		
VISITOR'S INFO CENTER	BACK DOOR OF TOWN OFFICE BUILDING		(508) 896-4528
VISITOR'S CENTER	CHAMBER OF COMMERCE		(508) 896-3500
BEACH STICKER OFFICE	Ext. 1166		1166
ANIMAL RESCUE LEAGUE	3981 Route 6A		(508) 255-1030
<b>LIBRARY - FAX</b>		<b>1822 Main Street</b>	<b>FAX (508) 896-9372</b>
BREWSTER LADIES LIBRARY	MAIN NUMBER		(508) 896-3913
LIBRARY	CINDY ST. AMOUR*		(508) 896-2297
<b>BREWSTER HOUSING AUTHORITY</b>		<b>11 Frederick Court</b>	
HOUSING AUTHORITY	LELIA BOTSFORD		(508)-896-9800
STONY BROOK ELEMENTARY	384 UNDERPASS RD.		(508) 896-4545
EDDY ELEMENTARY	2298 ROUTE 6A		(508) 896-4531
NAUSET ADMINISTRATION	78 Eldredge Parkway ORLEANS		(508)-255-8800
BREWSTER HISTORICAL SOCIETY	739 Lower Road		(508) 896-9521
C C MUSEUM OF NAT'L HIST	Route 6A		(508) 896-3867
CROSBY MANSION	BRIAN LOCKE		(508) 896-1744
BREWSTER POST OFFICE	260 Underpass Road		(508) 896-8377
BREWSTER CEMETERY ASSOC	Private Lower Rd		(508) 896-7212





## Town of Brewster

2198 Main Street  
Brewster, MA 02631-1898  
Phone: (508) 896-3701  
Fax: (508) 896-8089

Office of:  
Board of Selectmen  
Town Administrator

### SERVE YOUR COMMUNITY

The Town of Brewster needs citizens who are willing to give time in the service of their community. The Talent Bank is organized as a means of compiling names of citizens willing to serve, voluntarily, on boards, committees and as resource people. Names in this file are available for use by the Selectmen, Town Moderator as well as all Town Officers. Thank you for your willingness to participate in your town government.

Talent Bank files will be updated to include categories consistent with the changing needs of the Town. Please complete this form and file it with the Town Administrators Office at Town Hall, 2198 Main Street, Brewster, MA 02631. This form and associated materials may be e-mailed to: [townadmin@brewster-ma.gov](mailto:townadmin@brewster-ma.gov)

DATE \_\_\_\_\_

NAME \_\_\_\_\_ TEL. \_\_\_\_\_

ADDRESS \_\_\_\_\_

EMAIL \_\_\_\_\_

OCCUPATION \_\_\_\_\_

COMMITTEE(S) & BOARD(S) OF INTEREST (Please refer to the list posted on the Town of Brewster's web page: [www.brewster-ma.gov](http://www.brewster-ma.gov))

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Please attach a resume or brief history of work and/or volunteer activities that you believe qualifies you for service on the committees and/or boards that you have identified above.

## Brewster Recycling Center Fee Schedule

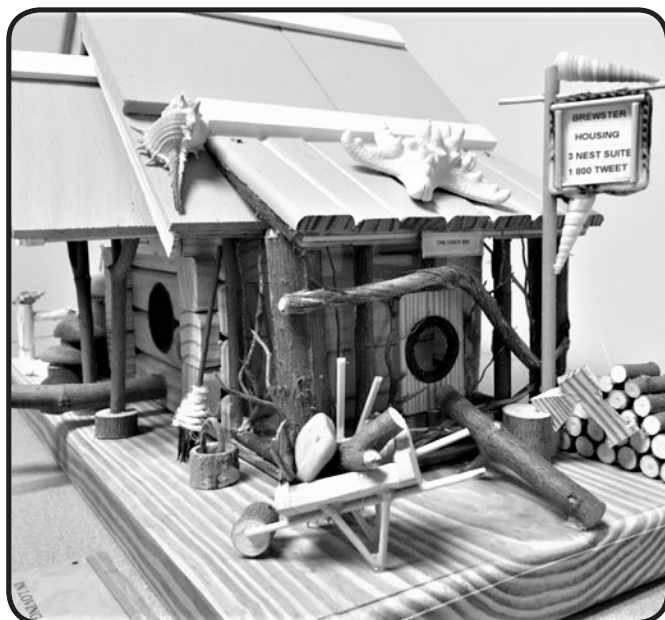
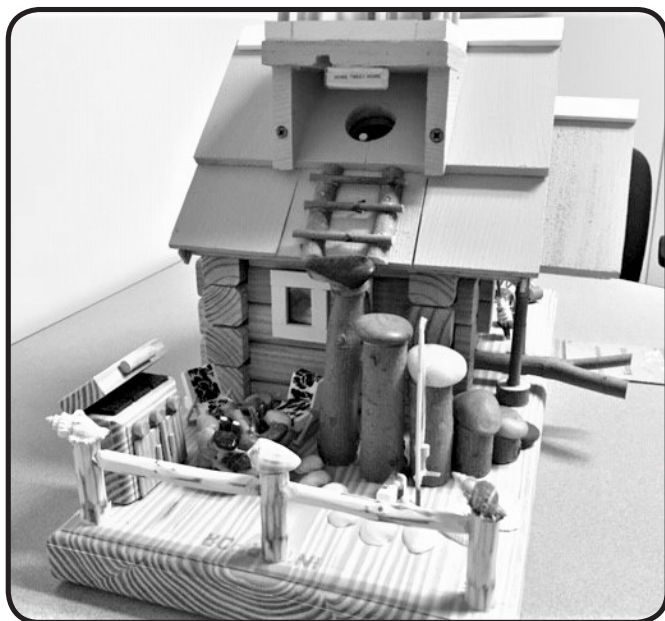
### As of March 15, 2018

RESIDENTIAL ITEM	UNIT	RATE	COMMENTS
Household Trash/Garbage			Must be in Yellow PAYT bags. Brewster Waste Only
Recycling: paper, cardboard, glass / plastic / metal cans only			No Charge with Vehicle Permit - Brewster Residents Only
<b>Bulky Waste</b>			
Bulk/Handyman Demolition Debris	Ton	\$200	\$5 Minimum - aka "Bulky Waste", "C & D", or "Demo"
Carpet < 4ft x 6ft			Include in Yellow PAYT bag
Carpet > 4ft x 6ft	Ea	\$30	Place in Bulky Waste Bin
Mattresses & Box Springs	Ea	\$45	Mattress + Box Spring = 2 Units
Sofas, Love Seats, Upholstered Chairs	Ea	\$20	
<b>Yard Clean-up Materials</b>			<b>Brewster Residential Sources Only</b>
Brush (Less than 12 inch diameter, 4 feet long, NO Stumps)			Auto load - \$10; Pickup truck or trailer load - \$15; One ton truck load - \$20
Leaves/Grass/Yard Waste (Rakeable material)			First three bags/barrels - FREE (4 bags or more in a car is \$5); Auto load - \$5; Pickup truck or trailer load - \$10; One ton truck load - \$15
Manure (Vegetarian Animals Only)			\$10.00 per load
<b>Scrap Metal</b>			
Scrap Metal	Ton	\$100	\$2 Minimum. Includes riding lawn mowers, tractors, etc.
Large Appliances	Ea	\$20	Includes white goods, refrigerators, air conditioners, dehumidifiers, and all
Small Gas Powered Yard Equipment	Ea	\$10	Includes push lawn mowers, snow blowers, etc.
Bicycles, Grills	Ea	\$5	
Empty Propane Tanks	Ea	\$1-\$5	1 lb. = \$1; more than 1 lb. = \$5
Small Appliances	Ea	\$2	Includes toasters, blenders, etc.
Small miscellaneous metal items		Free	Refer to gatekeeper. Includes empty paint or aerosol cans, hangers, etc.
<b>Electronics</b>			
Console Television Sets	Ea	\$20	All size consoles
Television Sets	Ea	\$15	All sizes
Computer monitors, Computer CPUs, Printers, Laptops, etc.	Ea	\$10	All sizes
Microwaves	Ea	\$5	
Miscellaneous Electronics Items	Ea	\$5	Includes stereo components, radios, VCR/DVD, etc.
Electronics Accessories		Free	Includes keyboards, cables, computer mice, etc.
<b>Automotive Wastes</b>			
Tires up to 17 inch w/out Rim	Ea	\$5	No Rim
Tires over 17 inch w/out Rim	Ea	\$10	No Rim
Tires up to 17 inch w/Rim	Ea	\$10	With Rim
Tires over 17 inch w/Rim	Ea	\$15	With Rim
Auto Batteries	Ea	\$2	All sizes
Waste Oil and/or Oil Filters			No charge
Other			See attendant or call before coming to the facility
<b>Other Information/Fees</b>			
Non-Resident - One Day Pass	Ea	\$10	Access only, Fees apply as shown above.
Non Operational Scale	CY	\$15	Fee if scale is out of service
Use of Scale	Ea	\$15	Use of scale for non-trash issue - weight of boat for example

All decisions of gate keeper are final.

# A Special Thank You

Tom Thatcher, Building and Maintenance Director, hand crafted this exquisite bird house in memory of Karen Halloran. He carefully included each detail to create a bird house that reflects Karen's personality. This work of art is proudly displayed outside of the Town Offices in Karen's honor.



## Acknowledgements

Thank you to all of the staff, committee, and board members for their efforts in writing the annual reports. As well, thank you to everyone who provided the photos included in this year's copy. Most notably; Bruce Smith, Chris Miller, Horsley-Witten Group, Mary Chaffee, Paul Anderson, Fire Chief Robert Moran and Deputy Fire Chief Kevin Varley.





**Project Architect:** *CDR Maguire/Saccoccio Associates*

**Owners Project Manager:** *Pomroy Associates*

**Contractor:** *Delphi Construction*

**Fire Station Project Committee:** *Robert Miller, Ralph Ingegneri, Herb Montgomery, Charles Sumner, Hayley Winfield*

**Fire Chief:** *Robert Moran*

